



DEPARTMENTS OF THE ARMY AND AIR FORCE

JOINT FORCE HEADQUARTERS-LOUISIANA
OFFICE OF THE ADJUTANT GENERAL
JACKSON BARRACKS
NEW ORLEANS, LOUISIANA 70117

NGLA-TAG

10 August 2022

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy and Procedures for Preventing and Eliminating Harassing Conduct in the Workplace

1. This policy defines and establishes the procedure for current Federal Technicians (Title 32), Civilian (Title 5), and prospective applicants for employment in the Louisiana National Guard (LANG).
2. The LANG is committed to an environment free from discrimination or harassment. A workplace free from discrimination and harassment allows our organization to fully utilize our personnel to face our Nation's challenges, here and abroad. Every member of our workforce has the right to be treated with dignity and respect, without regard to race, color, religion, sex (including gender identity, sexual orientation, and pregnancy), national origin, age, disability, genetic information, marital status, parental status, political affiliation, or engagement in a protected Equal Opportunity (EO) or Equal Employment Opportunity (EEO) activity.
3. LANG has determined that the most effective way to limit harassing conduct is to treat it as misconduct on a case-by-case basis, even if it does not rise to the level of harassment actionable under Title VII of the Civil Rights Act of 1964, as amended. A hostile environment claim under Title VII usually requires showing a pattern of offensive conduct. The LANG will not wait for such a pattern to emerge. Rather, the LANG will act before the harassing behavior is so pervasive and offensive as to constitute a hostile environment. Furthermore, the LANG will not tolerate retaliation against any employee for making a good-faith report of harassing conduct under this or any other policy or procedure, or for assisting in any inquiry about such a report.
4. LANG members who believe they have been subjected to unlawful discrimination and/or harassment should report it promptly through their supervisory chain, the EO/EEO Office, or the Office of the Inspector General. All complaints and reports alleging unlawful discrimination and/or harassment will be processed swiftly, thoroughly, and impartially. For cases in which it is determined that discrimination has occurred, leaders and managers will take immediate and appropriate corrective action.



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5. POC regarding this policy is Mr. Philip Cancienne, State Equal Employment Manager, at philip.m.cancienne.mil@army.mil or 504-278-8152.

D. KEITH WADDELL
Major General, LAARNG
The Adjutant General

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