



MILITARY DEPARTMENT  
OFFICE OF THE ADJUTANT GENERAL  
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NGCA-TAG

18 November 2015

MEMORANDUM FOR Servicemembers and Employees, California Military Department

SUBJECT: Policy Memorandum 2015-06, Prevention of Sexual Harassment

1. The purpose of this memorandum is to ensure that all personnel in the California Military Department (CMD) know the policy on Prevention of Sexual Harassment (POSH).
2. All leaders in the CMD will take responsibility for both prevention and appropriate corrective action in eliminating sexual harassment. All members will experience an environment free of unsolicited, unwelcomed sexual overtures.
3. Commanders at all levels hold primary and ultimate responsibility for ensuring EO and EEO principles contained in this policy are implemented and practiced within their organizations. At a minimum, Commanders will conduct Prevention of Sexual Harassment training once annually, the session should last a minimum of one hour.
4. Commanders and supervisors must identify problem areas, personally confront the issues, and vigorously seek solutions.
5. Sexual harassment is deliberate or repeated; unsolicited; degrading; and embarrassing. It encompasses unwelcomed language, gestures, coercion, and physical contact of a sexual nature. Sexual harassment violates standards of integrity and impartiality. It also undermines interpersonal relationships and interferes with the effectiveness of the CMD's accomplishments. Any male or female member of this command experiencing sexual harassment either on or off duty will report the incident immediately.
6. Commanders and managers will support, disseminate, and post this policy prominently.

  
David S. Baldwin  
Major General  
The Adjutant General