NAVAL SUPPLY SYSTEMS COMMAND
ANTI-HARASSMENT POLICY STATEMENT

It is the policy of Naval Supply Systems Command (NAVSUP) to ensure a work environment free from discrimination. Harassment is a form of prohibited discrimination and will not be tolerated. The Department of the Navy's "Zero Tolerance" Policy will be strictly enforced within the NAVSUP enterprise.

Harassment is any unwelcome, hostile or offensive conduct taken on the basis of race, color, religion, sex (including pregnancy, sex stereotyping, gender identity, transgender status, and sexual orientation), national origin, age, disability, genetic information (including family medical history), parental status, marital status, political affiliation, military service, or any other non-merit based factor, or retaliation that interferes with an individual's performance or creates an intimidating, hostile, or offensive environment.

Sexual harassment is defined as any repeated or unwelcome sexual advance(s), request(s) for sexual favors, and other verbal or physical conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly as a term or condition of an individual's employment, (2) submission to or rejection of such conduct by an individual is used as the basis for an employment decision, or decisions, affecting such individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Harassing behavior, if ignored or not reported, is likely to continue and become worse rather than go away. Any person who believes that they are a victim of harassment should make it clear to the person harassing them that their behavior is inappropriate, unwelcome and that it must stop. Victims should also inform a supervisor or someone in the chain of command. If you believe you are a victim of harassment, you are encouraged to resolve the situation through the servicing Equal Employment Opportunity (EEO) Office. The EEO office can be reached at navsup_hq_eeo@navy.mil.

Managers and supervisors will ensure that all military and civilian personnel receive annual Prevention of Sexual Harassment Training, are informed of this policy and ensure that discrimination and workplace harassment of any type is eliminated. As we strive to accomplish our mission and maintain public trust, we must carry out our responsibility for maintaining high standards of honesty, integrity, and conduct.

M. C. SKUBIC
RADM, SC, USN

NAVAL SUPPLY SYSTEMS COMMAND
NON-RETALIATION POLICY STATEMENT

Naval Supply Systems Command (NAVSUP) is firmly committed to operating with a corporate spirit of trust and integrity in all our conduct. Our mission, vision, and strategic plans define goals to be achieved without resorting to moral compromise. NAVSUP internal controls and operating procedures are intended to detect and prevent or deter improper activities; however, even the best systems of control cannot provide absolute safeguards. In such instances, individual employees may be compelled to report irregularities.

Retaliation against individuals for opposing unlawful discrimination, for participating in the discrimination complaint process, or for requesting a reasonable accommodation is unlawful and will not be tolerated; these actions are considered protected activities. Other protected activities include reporting fraud, waste, and abuse in government practices. I fully support the rights of all employees to engage in protected activity under civil rights statutes, Executive Orders and whistleblower protection laws. I will work aggressively to protect employees from reprisal for participation in such protected activities and I expect all managers to do the same. I am also hereby notifying all employees of their rights to these fundamental protections pursuant to Federal Equal Employment Opportunity laws and the Notification and Federal Employee Anti-discrimination and Retaliation (No Fear) Act of 2002.

I will hold all managers -- military and civilian -- accountable for maintaining a workplace that is free from retaliation. I encourage and expect all employees to report instances of perceived retaliation to your immediate supervisor. If you are not comfortable raising those issues via your chain of command, you should contact the NAVSUP IG hotline at (717) 605-5616 (DSN) 430-5616, 1-800-944-8630 or email: navsuphqhotline@navy.mil or contact your servicing Equal Employment Opportunity (EEO) Office for advice and assistance at navsup_hq_eeo@navy.mil. If applicable, you may contact your local Ombudsman for advice and assistance. The EEO Office, IG, and Ombudsman have been tasked with monitoring these communications and retaliation issues and with providing recommendations for corrective action to me.

With our mission of service, we hold a unique position of public trust and are committed to complying with all laws relating to our business.

M. C. SKUBIC
RADM, SC, USN

Hard Work • Integrity • Respect

NAVAL SUPPLY SYSTEMS COMMAND
FRATERNIZATION POLICY STATEMENT

As Commander, Naval Supply Systems Command (NAVSUP), it is my responsibility to remind all military members of the Department of the Navy (DON) Fraternization Policy. The Navy has drawn from custom and tradition to define the bounds of acceptable personal relationships among its members. Following this tradition will not only continue to eliminate inappropriate personal relationships that could endanger the Fleet's mission, but also prevent any discredit to the naval service. Therefore, it is critical that all military members understand what constitutes fraternization.

Navy has defined fraternization as any personal relationship between officer and enlisted members that has crossed the boundary of a senior-subordinate working relationship and does not respect differences in rank and grade. This also includes any relationship that is unduly familiar between officers or enlisted members of different grade or rank causing discredit to the naval service. Fraternization is a gender-neutral concept. Its focus is on the impairment of good order and discipline resulting from the erosion of respect for authority inherent in an unduly familiar senior-subordinate relationship, not the gender of the members involved.

For the enhancement of morale and esprit-de-corps, I expect appropriate professional and social interaction among officers and enlisted members at NAVSUP. Members found violating this policy will be disciplined in accordance with the guidelines set forth in the Uniform Code of Military Justice.

Senior members bear the responsibility of ensuring all relationships stay within the boundaries of DON's policy on fraternization. Upholding this policy not only creates a professional work environment at NAVSUP, but will also foster fellowship throughout the chain of command and will maintain the highest standards of the naval service.

M. C. SKUBIC
RADM, SC, USN

NAVAL SUPPLY SYSTEMS COMMAND
EQUAL EMPLOYMENT OPPORTUNITY
POLICY STATEMENT

As Commander and Equal Employment Opportunity Officer of Naval Supply Systems Command (NAVSUP), I am pleased to convey my personal support to enforce all applicable Federal Equal Employment Opportunity (EEO) laws, regulations, executive orders and management directives to ensure that all individuals are afforded an equal opportunity for success.

NAVSUP employees are protected by federal laws and Presidential Executive Orders designed to prohibit discrimination on the basis of race, color, religion, sex (including pregnancy, sex stereotyping, gender identity, transgender status, and sexual orientation), national origin, age, disability, genetic information (including family medical history), parental status, marital status, political affiliation, military service, or any other non-merit based factor. These protections extend to all management practices and decisions including, but not limited to: recruitment, hiring, merit promotion, transfer, reassignments, training and career development, benefits, and separation.

Additionally, all NAVSUP employees are protected from retaliation for participating in the discrimination complaint process, requesting a reasonable accommodation, and/or opposing unlawful discrimination. All NAVSUP employees are responsible for upholding EEO principles, and supervisors, managers, and leaders are expected to maintain a work environment that is free of discrimination.

To enforce this policy, the servicing EEO Office administers an impartial and effective complaint management process to address and resolve discrimination complaints at the earliest stage possible. The EEO office can be reached at navsup_hq_eeo@navy.mil.

I am committed to creating a work environment that is free of discrimination and employment barriers and empowers every individual to contribute to the mission of the Navy and the organization. Implementation of this policy is an organizational imperative; all employees should view their commitment to EEO as a matter of personal integrity and accountability.

M. C. SKUBIC
RADM, SC, USN

NAVAL SUPPLY SYSTEMS COMMAND
DIVERSITY & INCLUSION
POLICY STATEMENT

The policy of Naval Supply Systems Command (NAVSUP) is to ensure that diversity, inclusiveness, and respect are integral parts of our day-to-day management and work. Our core mission at NAVSUP is to provide supplies, services, and quality-of-life support to the Navy and Joint warfighter. In carrying out this mission, we must set a strong example in our own workforce by continuing to acknowledge, appreciate, and respect the differences we recognize in one another.

In order for NAVSUP to continue its stature as a high-performing organization in the 21st century, we must constantly renew our commitment to foster an inclusive environment that reflects the diversity of our increasingly global community. It is our differences and varying individual perspectives that make our nation and our workplace the best they can be. Ensuring diversity helps create a positive work environment where all employees have the opportunity to reach their full potential and maximize their contributions to NAVSUP's mission. In addition, we recognize that continued success in meeting the needs of our employees and customers, both internal and external, requires the full and active participation of talented and committed individuals. In essence, diversity includes all the characteristics, experiences, and cultural influences that make each of us unique individuals.

Diversity and inclusion are the cornerstones of high organizational performance. All individuals are welcome at NAVSUP, and all individuals, regardless of race, color, religion, sex (including pregnancy, sex stereotyping, gender identity, transgender status, and sexual orientation), national origin, age, disability, genetic information (including family medical history), parental status, marital status, political affiliation, military service, or those who have engaged in prior Equal Employment Opportunity activities, will be treated with respect and dignity. By fostering an atmosphere of inclusion and respect, we can continue to value and appreciate the strengths afforded by differences in the styles, ideas, and organizational contributions of each person. Diversity not only complements our other organizational values of teamwork, leadership, empowerment, and service quality, but also encompasses the way we work, the work environment, and respect for all people and their ideas.

We share the responsibility to ensure diversity and inclusion throughout NAVSUP. I encourage all employees to actively embrace these principles in all that we do to deliver the best services and to make NAVSUP the best place to work based on principles of diversity.

M. C. SKUBIC
RADM, SC, USN

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