



DEPARTMENT OF THE ARMY
U.S. ARMY MILITARY DISTRICT OF WASHINGTON
JOINT FORCE HEADQUARTERS-NATIONAL CAPITAL REGION
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MAR 14 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter – Treatment of Persons (Hazing and Bullying) – Memorandum #2

1. REFERENCES.

- a. Army Regulation 600-20 (Army Command Policy).
- b. Army Regulation 15-6 (Procedures for Investigating Officers and Boards of Officers).

2. PURPOSE. To provide guidance to Joint Force Headquarters – National Capital Region (JFHQ-NCR) and U.S. Army Military District of Washington (USAMDW) personnel on the Treatment of Persons (Hazing and Bullying).

3. APPLICABILITY. These procedures are applicable to all servicemembers and civilian employees assigned to and/or under the operational control of JFHQ-NCR/USAMDW.

4. POLICY. Hazing and bullying are fundamentally in opposition to our values and are prohibited. Hazing and bullying undermines mission performance and creates an environment that impairs morale and interferes with the work productivity of its victims and their co-workers. These behaviors will not be tolerated and violators of this policy are subject to adverse administrative action and/or disciplinary action. Anyone who is subject to such acts by supervisors, co-workers, or subordinates should make it clear that such behavior is inappropriate and unwelcomed. All such behavior must be immediately reported to the chain of command or through other appropriate channels.

5. SCOPE. Hazing and bullying can include both physical and nonphysical interactions. Hazing typically involves conduct directed at new members of an organization or individuals who have recently achieved a career milestone. It may result from any form of initiation, “rite of passage,” or congratulatory act that includes unauthorized conduct including, but not limited to physically striking another while intending to cause, or causing the infliction of pain or other physical marks such as bruises, swelling, broken bones, internal injuries; piercing another’s skin in any manner; forcing or requiring the consumption of excessive amounts of food, alcohol, drugs, or other substances; or encouraging another to engage in illegal, harmful, demeaning, or unauthorized dangerous acts. Additional examples of hazing and bullying are outlined in para 4-19, of reference 1.a.

6. COMMAND RESPONSIBILITIES. Subordinate commanders will publish a treatment of persons policy. Statements will be consistent with the Army policy, include the local command’s commitment to prevention of hazing and bullying, and reaffirm that these behaviors will not be tolerated. The Command policy will explain how and where to file complaints and will state that all complainants will be protected from acts of threats of reprisal. Commanders and supervisors at all

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levels will immediately report allegations of criminal behavior to law enforcement. All other hazing or bullying allegations that are reported to a commander will be investigated in accordance with the informal board procedures set forth in para 4-2 of reference 1.b. or as a commander's inquiry. All reports of hazing and bullying will be coordinated with the unit Equal Opportunity Advisor to ensure that all allegations are recorded and tracked in the Equal Opportunity Reporting System.

7. INDIVIDUAL RESPONSIBILITIES. Individuals are responsible for the following:

- a. Advising the command of any incidents of hazing or bullying.
- b. Conducting themselves in accordance with this paragraph and treating all persons as they should be treated with dignity and respect.
- c. Reporting hazing or bullying to their commander, law enforcement, or the Inspector General.

8. TRAINING REQUIREMENTS. On at least an annual basis, commanders will conduct hazing and bullying training as part of the EO training requirements related to promoting a healthy unit climate.

9. COMMAND OPTIONS. This policy is punitive in nature. Servicemembers who violate this policy are subject to adverse administrative action and/or punishment under the Uniform Code of Military Justice. Civilian employees who violate this policy are subject to disciplinary action. Commanders should seek the advice and counsel of their legal advisor when taking actions pursuant to this policy.

10. PROPONENT. The USAMDW EO Office is the proponent for this JFHQ-NCR/USAMDW policy letter. The point of contact is the USAMDW EO Program Manager, (202) 685-3357.



BRADLEY A. BECKER
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Commanding

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