



DEPARTMENT OF THE ARMY
U.S. ARMY AVIATION AND MISSILE COMMAND
5300 MARTIN ROAD
REDSTONE ARSENAL, AL 35898-5000

CPM 690-012

AMAM-EE (100)

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Memorandum – U.S. Army Aviation and Missile Command
Army Civilian Harassment Prevention and Response Program Policy

1. References.

a. Department of Defense Instruction (DoDI) 1020.04 (Harassment Prevention and Responses for DoD Civilian Employees)

b. Army Regulation 600-20 (Army Command Policy)

c. Army Directive 2025-10 (Army Civilian Harassment Prevention and Response Program)

2. Purpose. Prescribes policy, establishes procedures, and assigns responsibilities for the Army's Civilian Harassment Prevention and Response Program. The program provides an alternate means of reporting and responding to allegations of harassing behavior that detracts from an efficient workplace but does not necessarily involve an Equal Employment Opportunity (EEO) complaint or criminal allegation.

3. Applicability. This policy is applicable to all AMCOM personnel to include Depots and separate reporting activities.

4. Policy. The United States Army Civilian Harassment Prevention and Response Program is a commander's program. The U.S. Army Aviation and Missile Command (AMCOM) does not tolerate or condone harassment, including behavior that is not unlawful but is unwelcome or offensive to a reasonable person and detracts from an efficient workplace.

a. Definitions.

(1) Harassment is behavior that is unwelcome or offensive to a reasonable person and that interferes with work performance or creates an intimidating, hostile, or offensive work environment. Harassment behavior does not include activities or actions undertaken for a proper governmental purpose, such as training, assignment of work related to the duties and responsibilities of the employee, or performance- or conduct-based counseling or actions. Additionally, behavior that is rude, ignorant, abrasive, or unkind but does not affect the work environment is not harassment under this policy.

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(2) Harassment can be oral, visual, written, physical, or electronic. Harassment can occur through electronic communications, including social media, other forms of communication, and in person.

b. All allegations of harassment (including anonymous allegations) must be evaluated under the totality of the circumstances, including an assessment of the nature of the conduct and the context in which the conduct occurred. In some circumstances, a single incident of conduct may constitute harassment. In other circumstances, repeated or recurring unwelcome behavior may be required to constitute harassment. In all cases, the intent is to immediately and appropriately address harassing conduct before it escalates or recurs.

c. Employees who believe another person has subjected them to unwelcome harassing conduct are encouraged to inform the person(s) responsible for the conduct that it is unwelcome and offensive and request that it cease. If the conduct continues, or if they are uncomfortable confronting the responsible person(s) about the conduct, they should immediately report the matter to their supervisor, the supervisor of the harasser, or any other management official in the chain of command. They may also report the matter to other officials, including the Inspector General; the servicing EEO office; the servicing Civilian Human Resources Service Center Labor and Management-Employee Relations office; or union officials (if they are a bargaining unit employee).

d. Individual harassment allegations may be made orally or in writing and do not need to conform to a particular format.

e. Witnesses to harassing conduct directed at other employees may report the matter to their supervisor, the commander or supervisor of the offending employee(s), other management officials in their chain of command, or one of the officials listed in paragraph 4c of this policy.

f. Commanders, supervisors and managers who witness harassing conduct directed at others have a duty to act and will report the matter to the appropriate authorities. Appropriate corrective action will be taken against any commander, supervisor, or management official that fails to fulfill their obligations as prescribed in this policy and - Army Directive 2025-10.

g. Anonymous allegations of harassment, in which the identity of the reporter is unknown but there is sufficient information to warrant further inquiry, will be processed in accordance with Army Directive 2025-10.

h. Commanders, supervisors, or management officials will take immediate and appropriate action as prescribed in Army Directive 2025-10.

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5. Directorate Leaders will ensure that this policy is brought to the attention of all personnel.

6. This policy supersedes CPM 690-012, dated 28 August 2024 and is in effect upon receipt until superseded or rescinded. The Command will take corrective action on any violation of this policy.

7. The proponent for this policy is the AMCOM Equal Employment Office at (520)-684-0226 or (256)-955-7040.

LORI L. ROBINSON
Major General, USA
Commanding

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