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Personnel

**COMMANDER'S HUMAN RESOURCE
MANAGEMENT PROGRAM**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Policy Directive 36-27, *Social Actions*. It establishes the Commander's Human Resource Management Policy and applies to all components of the 913th Airlift Wing.

SUMMARY OF REVISIONS

A bar (|) indicates revision from the previous edition.

1. The Commander's Human Resource Management Program.

1.1. Mission accomplishment within an environment free from arbitrary discrimination and sexual harassment is a command directive and imperative to the continued capacity of the Air Force to perform its mission. Unit Commanders, functional managers, and supervisors are responsible for providing a work environment free from unlawful discrimination and sexual harassment. They must ensure compliance with Air Force Standards of Conduct and be responsible for maintaining a workplace that fosters human dignity and respect.

1.2. It is the duty of all assigned personnel to conduct their business in a manner free of arbitrary discrimination based on race, religion, color, sex, or national origin. Unit members must not tolerate any instances of such discrimination in their workplaces.

1.3. Sexual harassment will not be tolerated on this installation. Sexual harassment is defined as: sex discrimination involving unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of sexual nature when: A) Submission to or rejection is made explicitly or implicitly a term or condition of a person's job, pay, or career; B) Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting that person; C) Such conduct interferes with an individual's performance or creates an intimidating, hostile, or offensive environment; D) Any person in a supervisory or command position who uses or condones implicit or explicit

sexual behaviors to control, influence, or affect the career, job, or pay of a member or civilian employee; E) Any military member or civilian employee makes deliberate or repeated unwelcome verbal comments, gestures, or physical contact of a sexual nature. Confirmed instances of sexual harassment will result in the most severe form of disciplinary response permitted by the situation.

FREDDIE M. HEGLER, Colonel, USAFR
Commander