



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
MANPOWER AND RESERVE AFFAIRS
111 ARMY PENTAGON
WASHINGTON, DC 20310-0111

SAMR

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Equal Employment Opportunity, Anti-Harassment and NoFEAR Training for Civilian Employees and Their Supervisors

1. References:

a. Secretary of the Army Memorandum, 27 Apr 2011, subject: Army Anti-Harassment Policy for the Workplace.

b. Secretary of the Army Memorandum, 27 Apr 2011, subject: Anti-Harassment Training.

2. The Army is committed to ensuring a workplace environment free from discrimination and harassment, including sexual harassment and sexual assault.

3. As directed by the Secretary of the Army in reference 1b, the Deputy Assistant Secretary of the Army for Diversity and Leadership has developed mandatory Equal Employment Opportunity (EEO), Anti-Harassment and NoFEAR training for civilian employees.

4. There are two training modules: one applicable to all civilian employees, and one tailored to supervisors (including Soldiers who supervise civilians). Supervisors need complete only the supervisory training module and do not need to take both. Both modules are available through the Army Training Resource and Requirements System at www.atrrs.army.mil. The training will be updated annually and must be completed annually. Commands may conduct in-person training using these modules, or individual employees and supervisors may complete the training on-line. Commands and organizations are reminded to fulfill their labor relations obligations, if any, prior to implementing this policy.

5. It is important that both our policies and training in regard to these important issues reflect a clear and consistent Army-wide message. Accordingly, any in-person training or supplemental training conducted by commands shall not deviate from the policies promulgated by the Secretary of the Army and from the language and concepts contained in these two training modules. Persons responsible for planning or preparing any training in the areas of EEO, anti-harassment and NoFEAR will coordinate their training materials with their servicing Staff Judge Advocate or legal advisor before the materials are used or, if the training will include published materials or videos, before any government funds are obligated for the production of such materials.

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6. My point of contact is Mr. Larry Stubblefield, Deputy Assistant Secretary for Diversity and Leadership.


KARL F. SCHNEIDER
Acting Assistant Secretary of the Army
(Manpower and Reserve Affairs)

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