



DEPARTMENT OF THE ARMY  
HEADQUARTERS, U. S. ARMY GARRISON, FORT BELVOIR  
9820 FLAGLER ROAD, SUITE 213  
FORT BELVOIR, VIRGINIA 22060-5928

REPLY TO  
ATTENTION OF

ANFB-EE (690-700)

16 August 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Prevention of Sexual Harassment (POSH) Training

1. Applicability. This policy statement applies to all military and civilian personnel of Fort Belvoir.
2. Proponent. Equal Employment Opportunity (EEO), 805-2006, and Equal Opportunity (EO) Office, 805-2288.
3. I am committed to providing an environment that is free of sexual harassment and discrimination. The training of our military and civilian workforce is a critical part of our efforts.
4. Therefore, it is my policy that all new civilian employees and military supervisors of civilians receive Fort Belvoir's POSH training within 90 calendar days of their arrival. Directors, commanders, and staff officers may choose to increase the frequency of training as needed.
5. The EEO Office will sponsor quarterly POSH training at the Sosa Community Center located at 9800 Belvoir Road, Fort Belvoir, Virginia. Classes are scheduled from 1000 to 1200 and from 1300 to 1500, and will be scheduled in advance and published on the Master Calendar of Events. Directors, commanders and staff officers are responsible for ensuring that 100% of their respective workforce is trained.
6. This memorandum supersedes memorandum dated 08 November 1999, subject as above.

A handwritten signature in black ink, appearing to read "Thomas W. Williams".

THOMAS W. WILLIAMS  
COL, AD  
Garrison Commander

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