



DEPARTMENT OF THE ARMY
UNITED STATES ARMY NONCOMMISSIONED OFFICER ACADEMY
2E SHERIDAN ROAD
FORT BLISS, TX 79916-6501

ATSS-CDA

1 July 2020

MEMORANDUM FOR ALL ASSIGNED/ATTACHED PERSONNEL,
NONCOMMISSIONED OFFICER ACADEMY

SUBJECT: Improper Relationships (Policy Letter #10)

1. Reference AR 600-20.
2. The purpose of this policy is to emphasize the importance of establishing an environment free of sexual discrimination and clearly outline the procedures for reporting incidents of sexual harassment, verbal abuse, physical abuse, and offensive comments. This policy supplements the Headquarters Command Policy Memorandum.
3. This policy applies to all military members and civilians assigned to the NCO Academy. All personnel assigned to this Academy are responsible for understanding and complying with this policy and Post command Policies, concerning sexual harassment and equal opportunity policies, within 24 hours of assignment to the Academy.
4. Facilitators are required to present an impeccable image as moral, professional, and uncompromising role models. Social relationships and involvements with students, graduated students or subordinates are prohibited.
5. Soldiers coming to this Academy as students must feel safe from harassment of all types. Making suggestive and offensive comments to any Soldier is prohibited. Any soldier observing or receiving any type of harassment must report it as soon as the situation presents itself. This report will go directly to the Commandant or Deputy Commandant. Those who fail to report incidents will be considered accessory to the incident itself.
6. Social affairs, unless scheduled as part of the POI, are prohibited prior to graduation. The Commandant will approve all social affairs.
7. Dating between cadre and students is prohibited. Arranging dates before or after graduation is prohibited. Using first names for both facilitators and students is prohibited. Text messaging between facilitators and students to pass information is prohibited. Making suggestive comments or using profanity by students or facilitators is prohibited. Physical abuse, verbal abuse, sexual harassment, or racial comments will be treated as a serious incident report and be reported within four (4) hours to the Commandant.

ATSS-CDA

SUBJECT: **Improper Relationship (Policy Letter #10)**

8. Facilitators and students must conduct themselves in a professional manner at all times. Any action that gives even the impression of a personal relationship is wrong.
9. Facilitators and students of this Academy are charged to protect the organization from discredit in their relationships. Common sense, good judgment, and moral correctness should guide all members of the organization and prevent embarrassment, divorce, or subject anyone to UCMJ actions.
10. Due to the transient nature of students and the need to resolve their problems quickly so they may concentrate on their studies, students will address problems directly to the Senior Facilitator of the respective course. The Senior Facilitator will report the complaint verbally to the Commandant within one (1) hour. If they are not available, the first facilitator NCO that it is reported to has the responsibility to report directly to me (office 568-2440 or cell 892-8816). Anyone perceived as impeding, covering up, or slowing down this process will be severely dealt with. Senior Facilitators will personally brief all facilitators and students prior to each new class enrollment.
11. Any violation of this policy by a member of the military may be the basis for disciplinary action, non-judicial or judicial punishment under the Uniform code of Military Justice, Article 92(1), 10 USC, Section 892(1), or appropriate administrative action.
12. Any violation of this policy by a DA civilian employee may result in administrative or disciplinary action.
13. Any violation of this policy, especially where suggestive or offensive comments are made, discredits the professionalism of the entire Academy. All personnel must know that I will go the distance to protect anyone who is in the right; I will go just as far to eradicate anyone who is wrong.
14. Contact the Commandant or Deputy Commandant for clarification of any situation about which you have questions or concerns. If any doubt, ask for guidance.
15. Military personnel must recognize that any form of social contact which can be perceived as favoritism, preferential treatment, or exploitation by rank, is improper. The Army's policy on inappropriate relationships applies equally to senior to subordinate and cadre to student relationships. AR 600-20 states that relationships between Soldiers of different rank are prohibited if they:
 - a. Compromise, or appear to compromise, the integrity of supervisory authority or the chain of command.
 - b. Cause actual or perceived partiality or unfairness.
 - c. Involve, or appear to involve, the improper use of rank or position for personal gain.

ATSS-CDA

SUBJECT: **Improper Relationship (Policy Letter #10)**

- d. Are, or are perceived to be, exploitative or coercive in nature.
 - e. Create an actual or clearly predictable adverse impact on discipline, authority, or morale, or the ability of the command to accomplish its mission.
16. It is punishable under the Uniform Code of Military Justice for any personnel assigned, attached or performing duties in any capacity within the NCO Academy.
- f. Attend private parties with students, unless the party is authorized by the Academy or higher command, as appropriate.
 - g. Use or consume alcohol at events with subordinates or students, unless authorized by this command, as appropriate.
 - h. Date subordinates, or solicit dates from subordinates, to include students.
 - i. Visit the personal residence of students, or invite students to personal residence, unless authorized by this command, as appropriate.
 - j. Touch or engage in any form of sexual activity with subordinates, to include students.
17. The directives above mentioned are rules, which govern senior to subordinate and facilitator to student relationships. Rules alone are not sufficient to eliminate improper behavior. An environment that does not condone illegal actions is essential for success. The success of this policy is dependent upon how its implemented at every level. Get the word out, be vigilant, and take prompt corrective or punitive action when appropriate.
18. POC for this memorandum is the undersigned at 568-2440.

MONTAE M. CLARKE
CSM, USA
Commandant