



**HMH-463**

## **Commanding Officer's Equal Opportunity Policy**

**Marines and Families Always!**



Discrimination and Sexual Harassment have no place in this command and will not be tolerated. This is a leadership issue and every Marine is a leader. I expect every Marine in this squadron to foster an atmosphere free of discrimination and sexual harassment.

**Discrimination:** The illegal treatment of a person or group based on age, color, gender, race, religion, sexual orientation, or national origin. Discrimination also includes persons condoning, ignoring, or failing to correct negative and hostile working environments, where one or more of the discriminatory factors mentioned above is present, during the performance of their duties.

**Sexual Harassment:** Sexual harassment is a form of discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when either:

- (a) Submission to such conduct is made either 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 has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment.

There are two methods for resolving an Equal Opportunity complaint. The Informal Resolution System (IRS) allows for a quick and complete resolution at the lowest level by addressing the issue directly with the person demonstrating the behavior, or seeking a third party intervention. When a formal complaint is required, the preferred method is Request Mast. Those who file a complaint will not be subject to any form of reprisal, harassment or intimidation. Those who knowingly file a false accusation will be held accountable.

Our Marines and extended Pegasus family are our most precious assets. To protect a nation we must take care of each other! This is the most **fundamental** duty of every Marine and speaks directly to our Core Values of Honor, Courage, and Commitment. The greatest honor that we share as Marines is being in the company of one another. Every one of us will do our part. We will treat one another with dignity and respect at all times. We will protect one another. We will not let one another down. We will protect what we have earned, the right to be called a Marine, and we will be faithful to the legacy left to us by those who have gone before. We will embody our Corps' motto: Semper Fidelis.

Marines and Sailors that wish to discuss equal opportunity issues can contact HMH-463's Equal Opportunity Representative for further guidance.

**HMH-463 Equal Opportunity Representative:**  
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**Commanding Officer, Marine Heavy Helicopter Squadron 463**