

## APPENDIX F: OVERVIEW OF SEXUAL HARASSMENT COMPLAINT PROCESS

DoDD 1350.2 provides policy guidance and standards for the processing of sexual harassment complaints. Examples of policy guidance and standards related to sexual harassment complaints include the following:

- Emphasis on the chain of command as the primary and preferred channel for identifying and correcting discriminatory practices, including the processing and resolving of sexual harassment complaints.
- Informing personnel of the policies and procedures for filing a complaint of reprisal under DoDD 7050.6, “Military Whistleblower Protection.”
- Establishing Service-level complaint procedures that include timelines for resolution.
- Establishing Service-level criteria for the appeal of administrative findings of formal complaints of sexual harassment. The sole mechanism for appealing the disposition of an informal complaint is to file a formal complaint.
- Specific policy guidance and standards can be reviewed in DoDD 1350.2, paragraph 6.2.

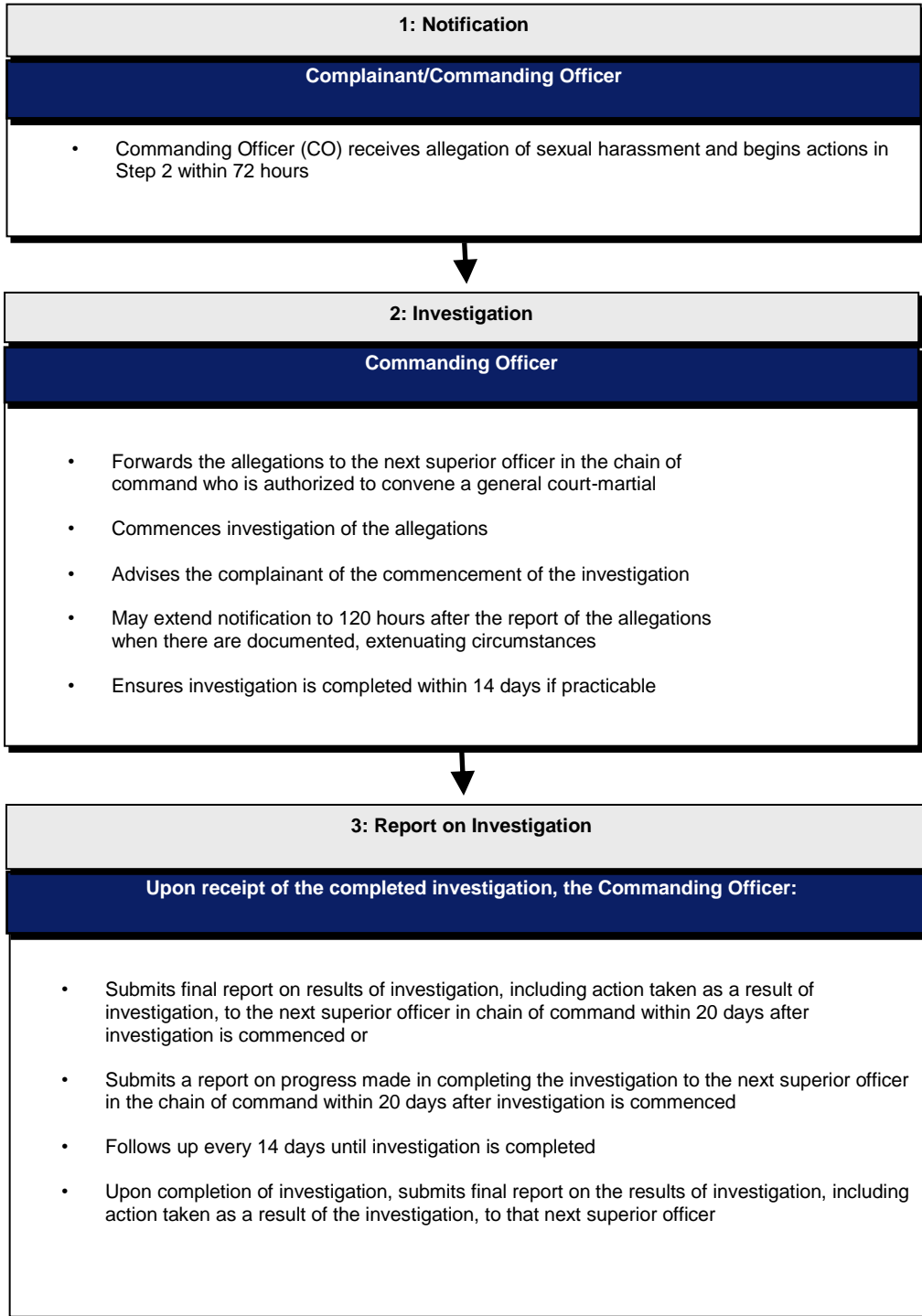
Cadets and midshipmen may submit a complaint of sexual harassment through their respective MSA’s process. Complaints may be categorized as informal or formal with the following distinctions:

- **Informal Complaint** – In accordance with DoDD 1350.2, an informal complaint is an allegation of unlawful discrimination or sexual harassment, made either orally or in writing that is not submitted as a formal complaint.
- **Formal Complaint** – In accordance with DoDD 1350.2, a formal complaint is an allegation of unlawful discrimination or sexual harassment that is submitted in writing to the authority designated for receipt of such complaints in Service implementing regulations.

For the first time, the MSAs were requested to provide data on informal complaints similar to the data provided for formal complaints.

Complaint processes for investigating formal and informal allegations of sexual harassment within each Military Service and each MSA may vary slightly. However, each process follows the same fundamental steps prescribed in Public Law 105-85, November 18, 1997 (codified at 10 U.S.C. 1561). Figure 4 depicts the fundamental steps of the DoD sexual harassment complaint process.

Figure 4: Public Law 105-85 Sexual Harassment Complaint Process



*\*This flowchart depicts the fundamental steps in the sexual harassment complaint process. Each Military Service, and therefore each MSA, has a complaint process that may differ slightly based on its unique requirements.*