



UNITED STATES MARINE CORPS
MARINE DETACHMENT
6th ARMOR CAVALRY ROAD, BUILDING 8545
FORT GEORGE G. MEADE
FORT MEADE, MARYLAND 20755-5540

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CO
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POLICY LETTER 01-20

From: Commanding Officer
To: Distribution List

Subj: FRATERNIZATION

Ref: (a) OPNAVINST 5370.2C
(b) Marine Corps Manual

1. The Marine Corps defines fraternization as professional and personal relationships between officer and enlisted, between officer and officer, or between enlisted and enlisted members that are excessively familiar and that do not respect differences in grade or rank. When detrimental to good order and discipline, or of a nature that brings discredit on the Marine Corps, these relationships are prohibited.
2. The training environment produces a unique atmosphere and all Marines must understand that professional and personal relationships - to include duty, social, and business contacts - among Marines of different grades will adhere to the fraternization policies set forth in the Marine Corps Manual and Defense Information School's Standards of Conduct.
3. All Marines assigned to DINFOS fall into one of three general categories:
 - a. Staff/Faculty. Permanent personnel assigned to any service detachment or DINFOS.
 - b. Fleet Returnees. A fleet returnee is defined as any Marine from the Operating Forces, regardless of rank, who has received orders to DINFOS for follow-on career training from any unit or installation other than SOI East or West.
 - c. ELS Marines. Marines still in the accession training pipeline, or those who come from the School of Infantry East or West or another entry-level training environment.
4. To help prevent fraternization, individuals from these population groups will not interact in a social setting without the permission of the Marine Detachment chain of command. These prohibitions include those who have pre-existing relationships formed through earlier assignments.

C. W. THOMAS

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DINFOS STANDARDS OF CONDUCT

This policy applies to all personnel working at DINFOS, including tenants. This includes all students attending or awaiting a course at DINFOS or those who have completed training and remain in a holdover or administrative hold status while awaiting further assignment.

All Staff and Faculty must sign DD Form 2982, per the DoDI 1304.33. At a minimum this form will be retained in the instructor's record while they are assigned to training duty and will be revalidated annually. DINFOS will retain signed DD Form 2982 in personnel's permanent records.

Trainees must sign DD Form 2983 as written in DoDI 1304.33 with explicit and strict command guidance acknowledging their understanding and responsibilities as outlined in this instruction no later than the first day of entry-level training. At a minimum, this form will be retained in the student/trainees file until the student/trainee detaches from the training command or school. DINFOS will retain the form in students'/trainees' permanent records.

Definitions

Fraternization: Occurs when relationships between personnel of different ranks are prejudicial to good order and discipline, when they compromise the chain of command, involve or result in the appearance of partiality, preferential treatment, the improper use of rank or position for personal gain, or otherwise undermine good order, discipline, authority or unit morale.

Improper Senior/Subordinate Relationships: Occurs when relationships between service members and/or civilians of different rank or grade create an actual or clearly predictable adverse impact on discipline, authority or morale, or involve or give the appearance of partiality, preferential treatment, or the improper use of rank or position for personal gain.

Student: All military and civilian personnel attached to or on temporary duty (TDY/TAD) to attend a course at DINFOS.

Subordinate: Any military or civilian member over which there is a direct supervisory or command relationship (e.g., duty rating chain or normal chain of command).

Senior: Any military or civilian member of a higher grade, rank, title or position. All permanent party regardless of rank, grade, title or position are deemed to be superior to students for the purposes of this regulation.

All students are responsible for adherence to the highest standard of official personal behavior while attending DINFOS. Officer and officer-equivalent civilian students will conduct themselves at all times in a professional and uncompromising manner in their dealings with enlisted students and the staff and faculty of DINFOS.

All permanent party personnel at DINFOS will observe the highest standards of official and personal behavior. Permanent party personnel will conduct themselves at all times in a professional and uncompromising manner in their dealings with students and subordinates. Permanent party personnel will not fraternize or engage in any improper activities or relationships with any students or members of their chain of command, rating chain or those members senior in rank or grade.

The relationship between permanent party personnel and students will be strictly on a professional basis. Unofficial socializing and undue familiarity, real or perceived, degrade leadership and interfere with command authority, mission effectiveness and morale. Conduct both on and off duty must reflect the appropriate professional relationship vital to mission accomplishment. Any action or relationship that gives the appearance of impropriety is in violation of the DINFOS and DOD policies. Common sense and sound judgment must prevail in all business, social and personal contacts among school staff, faculty and students.

Any unofficial or personal relationship that gives or could give the appearance of favoritism or partiality or any activity that is or could be prejudicial to good order and discipline will not be tolerated.

The DINFOS staff and faculty will not engage in the following activities:

- Fraternization with any student for a period of six months after graduation or transfer of a student *** See DoDI 1304.33 **
- Offensive or unwelcome physical contact or offensive touching of any person including subordinates and students. This includes, but is not limited to caressing, manhandling, striking, kicking, fondling, and jabbing with fingers or objects. This prohibition shall not prevent reasonable physical contact or touching necessitated in cases of emergency for the protection of life and limb, for self-defense, or as a necessary part of training activities.
- Use of insulting, obscene or sexually offensive language. This includes, but is not limited to sexual innuendo, actions, mannerisms, and language that a reasonable person would consider obscene or offensive.
- Displaying any material detrimental to good order and discipline, or that detracts from the professional environment that DINFOS tries to foster, and/or which may be deemed offensive by students or fellow staff and faculty members. Such material includes, but is not limited to: nude or semi-nude photographs or "pin-up" art; sexually suggestive material; material displaying obscene or offensive language; and material which demeans or is offensive to any religious, ethnic, racial or gender group.

- Using rank or position to intimidate or influence any person, including a student or subordinate into a position of servitude for personal gain regardless of whether or not the individual is to be compensated for services rendered. This prohibition includes, but is not limited to, using a student or subordinate as a babysitter, house-sitter, laborer, chauffeur, bartender, waiter or model.
- Borrow or loan money to anyone junior by rank, grade, title or position to include students and subordinates.
- Dating, attending meetings of a personal or unofficial nature or engaging in any other personal unofficial association with a student or subordinate. This restriction is intended to prohibit dating, sexual relations, and other types of short or long-term, close personal relationships between permanent party personnel, subordinates, and/or students where favoritism, partiality or improper exploitation of rank, grade, position or title could undermine discipline, authority or morale. This provision does not prohibit socializing during school-sponsored social functions, such as formal receptions and mixers, or during the normal course of business, such as at office luncheons or team sports.
- Establishing any informal communication with students or subordinates for other than official purposes. This prohibition does not prevent staff and faculty from using the telephone or other means of communication to answer official questions, conduct business or check on the welfare of students and subordinates. It does prohibit communications of an unofficial social or personal nature.
- Counsel students at any location other than DINFOS facilities or designated training sites.
- Offer or accept rides in privately-owned vehicles with students except in emergency situations.
- Engage in authorized/unauthorized outside employment or business activities, especially in situations that may involve unofficial contact with students.

Student conduct and practices

- Students will adhere to the following guidelines:
- Students will practice proper military courtesy and respect at all times.
- Harassment of fellow students or staff members in any form will not be tolerated.
- Students will give way to seniors and instructors in hallways, render proper military salutes (except in the designated “no salute” areas), render greetings as appropriate, and use proper ranks or titles when addressing staff or faculty members.
- Students are allowed to sit on the floor during their breaks as long as they do not block the walkway or exit.
- No sleeping allowed in any DINFOS areas.
- Students may use headphones while on break but not while walking.
- Students cannot use faculty restrooms/breakrooms.
- The only authorized smoking area is located outside of The Cup area on the 1st floor.

Students will NOT engage in any of the following activities:

- Any personal unofficial relationship or association with permanent party personnel. Students will not socialize, date, have sexual intercourse or engage in other strictly personal and unofficial associations with permanent party personnel.
- For further guidance on international students, refer to the ambassador program. ([link here](#))
- Visiting private residences of permanent party personnel, either on or off-post or unofficially socializing with permanent party personnel in any restaurant, bar, tavern or public/private establishment on or off-post. This prohibition should not be construed to prohibit socializing between members of immediate families or socializing based on pre-existing bona fide friendships with permanent party personnel or their families. Neither does it prevent a student from attending a school-sanctioned gathering of several students at the homes of permanent party personnel for a special event (e.g. Thanksgiving Dinner) if the Directorate/Department leadership has given permission for the gathering. If invited to such a gathering, the student will inform his or her chain-of-command prior to the event.
- Riding or accepting a ride in a privately-owned vehicle of permanent party personnel, except in emergency situations.
- Making or accepting an appointment for counseling with any permanent party personnel at any location other than DINFOS facilities or designated training sites.

Any questions about the appropriateness of a senior/subordinate or permanent party/student action or relationship should be brought to the immediate attention of the chain of command for resolution and guidance.

- Military and civilian personnel will route questions pertaining to proposed gatherings/relationships and approval in writing through their Directorate/Department Leadership. Contact the Command Sergeant Major for guidance or resolution. All military personnel will inform and seek guidance of their service chain of command prior to attending a social gathering where students and subordinates may be present or before engaging in any activities which may give the appearance of violating the policies delineated herein.

Anyone who has information or first-hand knowledge of any potential violation of this policy must report the situation to his or her chain of command. Each violation or suspected violation will be investigated and corrective action, if warranted, will be taken.

Supervisor actions should not automatically result in an unfavorable evaluation or efficiency report, being relieved from duty or other adverse action. The chain of command will act immediately to terminate the relationship and/or the violation and initiate the appropriate disciplinary action when:

- The investigation demonstrates and documents actual favoritism, improper exploitation of rank or position, or

- There is a violation of DINFOS policy, which has an actual or clearly predictable adverse impact on discipline, authority or morale.

Investigation Process

The Commandant will immediately appoint an investigating officer to conduct a prompt investigation into the circumstances whenever an allegation of improper staff/faculty/student relationship or improper senior/subordinate relationship is brought to the attention of the command, along with other factors relevant to reports of misconduct.

1. The investigating officer will be:
 - An officer or Senior NCO appointed by orders signed by the Commandant, Deputy Commandant or Chief of Staff;
 - Appointed from outside the department in which the subject of the complaint works to preclude perceptions of bias (when available as a best practice);
 - Immediately in contact with the post legal office at (301) 677-9174 for a briefing on the proper procedures for investigating the complaint; and
 - Provide a written report to include findings and recommendations to the Command Sergeant Major within 10 working days of appointment.
2. The accused will be immediately removed from the position of responsibility that may afford influence over the victim and/or witnesses until the completion of the investigation and possible adjudication unless specific and temporary limitations are deemed appropriate by the Commandant.
3. If the accused is an instructor, the individual will be immediately removed from all contact with students until the conclusion of the investigation.
4. If the allegations are unsubstantiated, the member will be returned to the directorate.
5. If the allegations are substantiated, appropriate actions will be taken as determined by the Commandant.

Civilian personnel violating the provisions of this policy may be subject to appropriate disciplinary action.