

7- SEXUAL HARASSMENT

Following is the harassment policy of the city of Waynesboro, quoted verbatim:

CITY OF WAYNESBORO, VIRGINIA WORKPLACE CONDUCT POLICY

A Policy Against Harassment and Offensive Behavior In the Workplace

It is the policy of the city of Waynesboro, Virginia, to maintain a respectful work and public service environment. The city of Waynesboro, Virginia, prohibits and will not tolerate harassing or offensive behavior by or towards any employee or officer. Any employee or officer of the city of Waynesboro, Virginia, who engages in such behavior, is subject to consequences.

One specific kind of harassing or offensive behavior is sexual harassment. Sexual harassment, which can consist of a wide range of unwanted and unwelcome sexually directed behavior, is defined as:

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when --

1) submitting to the conduct is made either explicitly or implicitly a term or condition of an individual's employment, or of obtaining public services; or

2) submitting to or rejecting the conduct is used as the basis for an employment decision affecting an individual's employment or public services;

or

3) such conduct has the purpose or result of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive work or public service environment.

SEXUAL HARASSMENT (cont'd)

Behavior prohibited by this policy can include unwelcome sexual remarks or compliments, sexual jokes, sexual innuendo or propositions, sexually suggestive facial expressions, kissing, touching, and sexual contact.

Any person who feels he or she is being subjected to harassing or offensive behavior of any kind should feel free to object to the behavior and shall also report the behavior to their supervisor or to the human resources director. Any supervisor who receives a discriminatory, violent, or offensive behavior complaint or has reason to believe that such behavior is occurring shall report those concerns to their department or office director or to the human resources director.

All complaints of harassing or offensive behavior will be investigated promptly, fairly, and completely. The facts shall determine the response to each complaint. Each situation will be handled as discreetly as possible. Resolution of complaints can include, but not necessarily be limited to, an apology, transfer, suspension with or without pay, or termination. In the event that harassment or offensive behavior reoccurs, it should immediately be reported to their department or office director or to the human resources director.

Employees should understand that this policy applies to each and every employee and official of the city of Waynesboro, Virginia, including the Mayor, City Council members, City Manager, Constitutional Officers, elected or appointed, and volunteer members. The city of Waynesboro, Virginia, prohibits and will not tolerate retaliation or intimidation directed towards anyone who makes a complaint.

The foregoing is a statement of policy and is not intended by the city of Waynesboro, Virginia, to create a contract. The City of Waynesboro, Virginia, reserves the unilateral right to amend, rescind, and otherwise modify the foregoing policy.