

YUROK INDIAN HOUSING AUTHORITY



Sexual Harassment

It is the policy of the Board of Commissioners of YIHA to provide an employment and business environment free of unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment, as defined and otherwise prohibited by state and federal statutes.

It is not only unlawful but it shall be a violation of YIHA policy for anyone who is authorized to recommend or take personnel actions affecting an employee, or who is otherwise authorized to transact business or perform other acts or services on behalf of YIHA to engage in sexual harassment as defined below.

Work Environment

Within the work environment, sexual harassment is unlawful and is-prohibited between supervisor and employees, between employees, and between non-employees and employees.

Definition of Sexual Harassment

A. General Definitions

Sexual harassment occurs when unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct or sexual nature is:

1. made either explicitly or implicitly a term or condition of an individual's educational status, or employment;
2. used as a basis for employment decisions affecting such individual; or
3. has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment

B. Special Examples

For the purpose of future clarification, sexual harassment includes but is not limited to:

1. Making unsolicited written, verbal, physical and/or visual contact with sexual overtones. (Written examples include but are not limited to: suggestive or obscene letters, notes, invitations. Verbal examples include, but are not limited to: derogatory comments, innuendoes, slurs, jokes and epithets. Physical examples include, but are not limited to: assault, touching, impeding, or blocking movement. Visual examples include, but are not limited to: leering, gestures, display of sexually suggestive objects or pictures, cartoons or posters.)
2. Continuing to express sexual interest after being informed that the interest is unwelcome. (Reciprocal attraction is not, considered sexual harassment.)
3. Making reprisal threats of reprisal, or implied threats of reprisal, following, a negative response.

YUROK INDIAN HOUSING AUTHORITY



Sexual Harassment

For example, within the work environment either, implying or actually withholding support for an appointment, promotion, or change of assignment; suggesting a poor performance report will be prepared, or suggesting probation will be, failed.

4. Within the work environment, engaged in implicit or explicit coercive sexual behavior, which is, used to control, influence, or affect the career, salary, and/or work environment of another employee.
5. Offering favors, employment benefits, such as promotions, favorable performance evaluations, favorable assignments, favorable duties or shifts, recommendations, reclassification, etc., in exchange for sexual favors.

Confidentiality

A complaint and the results of the investigation shall be confidential to the extent reasonably possible under the investigation process. Witnesses and those interviewed, shall be informed, of the confidential nature of the issues and the investigation and shall be informed that it will be a violation of this policy to disclose the complaint or the nature of the investigation to others.

Retaliation is Prohibited

The initiation of a complaint of sexual harassment will not cause any reflection on the complainant or witnesses nor will it affect person's future business dealings with his or her employment, compensation or work assignments, it shall be a violation of YIHA policy to engage in such retaliation.

Disciplinary Action

- A. Employees who act in violation of this policy and/or the law may be subject to discipline including dismissal. Such disciplinary action shall be in accordance with applicable policies, laws.

C*E*R*T*F*I*C*A*T*I*O*N

This is to certify the Sexual Harassment Policy of the Yurok Indian Housing Authority was approved at a duly called meeting of the Board of Commissioners June 2, 2009 at which a quorum was present and the Sexual Harassment Policy was adopted by a vote of 6 For, 0 Apposed, and 0 Abstentions.

Wanda Green, Chairperson
Yurok Indian Housing Authority Board of Commissioners

ATTEST:

Kerri Malloy, Secretary
Yurok Indian Housing Authority Board of Commissioners