

	Rugby Ohio	Policy # Revision # Supersedes	316 00 Policy-316 Rev 00
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Policy Owner	Administration	Approval	Board

1. Purpose

It is the policy of Rugby Ohio that all officers, directors, employees, members, volunteers, players, coaches, and associates are responsible for ensuring that the organization is free from sexual harassment. Because of Rugby Ohio's strong disapproval of offensive or inappropriate sexual behavior in the organization, all officers, directors, employees, members, volunteers, players, coaches, and associates must avoid any action or conduct which could be viewed as sexual harassment.

Rugby Ohio requires officers, directors, employees, members, volunteers, players, coaches, and associates to observe high standards of business and personal ethics in the conduct of their duties and responsibilities, and all directors, committee members, employees and volunteers to comply with all applicable laws and regulatory requirements.

2. Scope

This policy covers all Rugby Ohio officers, directors, employees, members, volunteers, players, coaches, associates and any other personnel interacting with Rugby Ohio in any manner.

3. Definitions

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexually harassing nature, when:

- (1) submission to the harassment is made either explicitly or implicitly a term or condition of employment;
- (2) submission to or rejection of the harassment is used as the basis for employment decisions affecting the individual; or
- (3) the harassment has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

4. Prerequisites

None

5. Responsible Person(s)

Board of Directors – Responsible for authorization.

Executive Director – Responsible for development and implementation of the policy.

6. References

None

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7. Policy

Sexual Harassment Policy

Any person who has a complaint of sexual harassment at work by anyone, including supervisors, co-workers or visitors, should first clearly inform the harasser that his/her behavior is offensive or unwelcome and request that the behavior stop.

If the behavior continues, the person must immediately bring the matter to the attention of his/her supervisor.

If the immediate supervisor is involved in the harassing activity, the violation should be reported to that supervisor's immediate supervisor.

If a supervisor or personnel officer knows of an incident of sexual harassment, they shall take appropriate remedial action immediately.

If the alleged harassment involves any types of threats of physical harm to the victim, the alleged harasser may be suspended with or without pay. During such suspension, an investigation will be conducted by Rugby Ohio.

If the investigation supports charges of sexual harassment, disciplinary action against the alleged harasser will take place and may include termination and removal from Rugby Ohio.

If the investigation reveals that the charges were brought falsely and with malicious intent, the charging party may be subject to disciplinary action, including termination and removal from Rugby Ohio.