

[DRAFT 101518]  
Solano Winds Harassment Policy

The Solano Winds is committed to an artistic environment in which all individuals are treated with respect and dignity. Each individual has the right to volunteer or work in a professional atmosphere that promotes equal opportunities and prohibits discriminatory practices, including harassment. Therefore, the Solano Winds expects that all relationships among persons in the organization will be professional-like and free of bias, prejudice, discrimination, and harassment.

In order to keep this commitment, the Solano Winds maintains a strict policy of prohibiting unlawful harassment of any kind, including sexual harassment and harassment based on race, color, religion, national origin, sexual orientation, gender identity or expression, sex, age, physical or mental disability or any other characteristic protected by state, federal or local employment discrimination laws.

This policy applies to all volunteers, participants, agents and employees who engage in unlawful harassment within the organization. Sexual harassment includes, but is not limited to, making unwanted sexual advances and requests for sexual favors where either:

1. Submission to such conduct is made an explicit or implicit term or condition of participating, volunteering or employment; or
2. Submission to or rejection of such conduct by an individual is used as the basis of participation, volunteering or employment decisions affecting such individual; or
3. Such conduct has the purpose or effect of substantially interfering with an individual's performance or creating an intimidating, hostile, or offensive working environment.

Participants, volunteers or employees who violate this policy are subject to discipline up to and including the possibility of immediate discharge from the Solano Winds. Examples of unlawful harassment include, but are not limited to:

- Verbal conduct such as epithets, derogatory jokes or comments, slurs or unwanted sexual advances, invitations or comments.
- Visual conduct such as derogatory and/or sexually oriented posters, photography, cartoons, drawings, e-mail and faxes or gestures.
- Physical conduct such as assault, unwanted touching, blocking normal movement or interfering with volunteering or organizational work directed at a participant because of the participant's sex or other protected characteristic.
- Threats and demands to submit to sexual requests in order keep one's volunteered position or job or avoid some other loss, and offers of benefits in return for sexual favors.

- Retaliation for having reported or threatened to report unlawful harassment. Any participant, volunteer or employee or other person who believes he or she has been harassed by a participant or agent of the Solano Winds should promptly report the facts of the incident or incidents and the names of the individual(s) involved to the Solano Wind's Board of Directors.

Upon receipt of a complaint, the Solano Wind's Board of Directors will undertake a prompt, thorough, objective and good faith investigation of the harassment allegations. If the organization determines that harassment has occurred, effective remedial action will be taken in accordance with the circumstances involved. Any employee determined by the Solano Wind's Board of Directors to be responsible for harassment will be subject to appropriate disciplinary action, up to and including termination from the Solano Winds. Volunteers or employees will not be retaliated against for filing a complaint and/or assisting in a complaint or investigation process. Further, the Solano Winds will not tolerate or permit retaliation by co-participants, co-volunteers or co-workers against any complainant or anyone assisting in a harassment investigation.