



# Senpai Cosplay Cruise 2019

## Sexual Harassment and Assault Policies

### Policy Brief and Purpose

Senpai Cosplay Cruise 2019 strives to maintain an environment of mutual respect, free from all forms of sexual harassment and sexual assault. The objective in implementing and enforcing this policy is to define sexual harassment and sexual assault, prohibit it in all forms, carry out appropriate disciplinary measures in the case of violations, and provide procedures for lodging complaints about conduct that violates this policy and investigating sexual harassment and sexual assault claims.

While it may be harder in the court system to file and prosecute sexual harassment, we will not change our stance on sexual harassment and take all reports of both sexual assault and harassment seriously.

### Immediate Problems & Emergencies

For immediate problems and emergencies dealing with sexual assault, harassment, and/or discrimination, please contact the following Senpai Cosplay Cruise staff members:

**SCC Group Leader:** Rosie Van Schoor

Email: [service@rosiescreative.com](mailto:service@rosiescreative.com)

**SCC Procedures and Policies:** Ailey Ellsworth

Email: [masumigroupsstudios@gmail.com](mailto:masumigroupsstudios@gmail.com)

In case of an emergency, type in title of email: CRUISE EMERGENCY

- List your full name/preferred name and nickname if you have one (dead names are not needed unless for medical or police emergencies and will not be given out to anyone for any reason)
- The situation in a brief paragraph or two
- The location of the issue/situation
- The time and day it occurred
- Any other relevant information

## Scope

This sexual harassment and sexual assault policy applies to all Senpai Cosplay Cruise attendees, guests, staff, and anyone else whom is within the bounds of the Senpai Cosplay Cruise, any Senpai Cosplay Cruise excursions, or anything in relation to the cruise and its events.

## Policy Elements

Sexual harassment and sexual assault may include but is not limited to bullying, intimidation, insults, victimization, unwanted sexual touching, sexual contact with minors (whether consensual or not), any unwanted or coerced sexual contact, rape, etc.

No one should be obliged to tolerate any form of misconduct that undermines the integrity of their relationship to the cruise or creates a hostile environment. All attendees, guests, staff, including anyone else whom is within the bounds of the cruise area, will be subject to discipline, including cruise event badge revocation, up to permanent ban from the cruise, and including criminal or legal charges, for any act of sexual harassment or sexual assault they commit.

## Defining Sexual Harassment & Sexual Assault

The "Sexual harassment" is unwelcome conduct of a sexual nature that is sufficiently persistent or offensive to unreasonably interfere with a person's attendance of the cruise/cruise event or creates an intimidating, hostile or offensive environment. Sexual harassment is defined by the Equal Employment Opportunity Commission Guidelines as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature.

Under Title VII of the Civil Rights Act of 1964, there are two types of sexual harassment:

- a) quid pro quo and
- b) hostile work environment

Sexual harassment can be physical and psychological in nature. An aggregation of a series of incidents can constitute sexual harassment even if one of the incidents considered on its own would not be harassing. Employees are prohibited from harassing other employees whether or not the incidents of harassment occur on employer premises and whether or not the incidents occur during working hours.

The definition of sexual assault varies widely between the individual states. Generally, however, it involves unwanted sexual contact. The Rape, Abuse & Incest National Network defines sexual assault as "unwanted sexual contact that stops short of rape or attempted rape. This includes sexual touching and fondling".

The National Center for Victims of Crime states that "Sexual assault takes many forms including attacks such as rape or attempted rape, as well as any unwanted sexual contact or threats. Usually a sexual assault occurs when someone touches any part of another person's body in a sexual way, even through clothes, without that person's consent".

Rape is a form of sexual assault, but not all sexual assault is rape. The term rape is often used as a legal definition to specifically include sexual penetration without consent. For its Uniform Crime Reports, the FBI defines rape as “penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.”

Force doesn't always refer to physical pressure. Perpetrators may use emotional coercion, psychological force, or manipulation to coerce a victim into non-consensual sex. Some perpetrators will use threats to force a victim to comply, such as threatening to hurt the victim or their family or other intimidation tactics.

## Definition of Harassment at the Senpai Cosplay Cruise

While it is impractical to list all occasions, which would constitute sexual harassment and sexual assault, we nonetheless provide some indicative examples:

- Unwanted or inappropriate physical contact
- Unwelcome sexual advances
- Requests for sexual favors or coerced sexual acts
- The display of objects, which are intimidating or degrading to members of a particular group
- Use of physical violence

If a staff member experiences or witness's harassment by any other person during the cruise/cruise event, they are obliged to report the incident as soon as possible to their immediate supervisor. All reports will be discreetly and confidentially investigated to determine whether sexual harassment or sexual assault has occurred.

## Procedure

All Senpai Cosplay Cruise staff and volunteers are responsible for ensuring that policies designed to prohibit sexual harassment and sexual assault and discrimination at the cruise are applied always and that all procedures and practices are free of discrimination. All staff are obliged to follow legal guidelines and team principles.

In cases when rules are adjudged to have been violated, persons being targeted by such behaviors can address the offender directly if they choose and/or file a report. If the issue is not resolved the complainant can report it to the Senpai Cosplay Cruise staff and/or file a police report as soon as a police officer is available. The report will be investigated in a timely fashion and all parties listened to.

To ensure the prompt and thorough investigation of a sexual harassment complaint, the complainant should provide as much of the following information as possible:

- The name and position of the person or persons allegedly causing the harassment, sexual assault, and/or discrimination.

- A description of the incident(s), including the date(s), location(s) and the presence of any witnesses.
- The effect of the incident(s) on the complainant's ability to perform his or her job and/or ability to enjoy the cruise/cruise events.
- What, if any, steps the complainant has taken to try to stop the treatment.
- Any photos or video of the perpetrator(s).
- Any videos of the incident being reported.
- Any other information the complainant believes to be relevant to the harassment complaint.

## Senpai Cosplay Cruise Staff & Volunteers

Senpai Cosplay Cruise staff must deal expeditiously and fairly with allegations of sexual harassment and sexual assault and discrimination within the cruise/cruise events whether or not there has been a written or formal complaint. They must:

- Take all complaints or concerns of alleged or possible harassment or discrimination seriously no matter how minor or who is involved.
- Ensure that harassment or inappropriate sexually oriented conduct is immediately reported to Senpai Cosplay Cruise staff so that a prompt investigation can occur.
- Take any appropriate action to prevent retaliation or prohibited conduct (such as monitoring the individual for the next 12 hours, taking away cruise event badge, etc.) from recurring during and after any investigations or complaints.

Senpai Cosplay Cruise staff who knowingly allow or tolerate sexual harassment and sexual assault or retaliation, including the failure to immediately report such misconduct to supervisors, are in violation of this policy and subject to discipline.

## Responsibilities of Senpai Cosplay Cruise Staff & Volunteers

The Senpai Cosplay Cruise staff is responsible for:

- Ensuring that both the individual filing the complaint (hereafter referred to as the "complainant") and the accused individual (hereafter referred to as the "respondent") are aware of the seriousness of a sexual harassment and sexual assault complaint.
- Explaining the sexual harassment and sexual assault policy and investigation procedures to the complainant and the respondent.
- Exploring informal means of resolving sexual harassment and sexual assault complaints.
- Notifying the police if criminal activities are alleged to minors, and allowing victims who are 18+ to choose to file or not file police reports.
- Helping victims through the process of filing a police report at during the cruise/cruise events should they wish to file a report or are a minor.
- Arranging for an investigation of the alleged sexual harassment and sexual assault and the preparation of a written report, with a present Senpai Cosplay Cruise staff member who will keep records of dealings with police.

- Submitting a written report summarizing the results of the investigation and making recommendations to designated officials, with a present Senpai Cosplay Cruise staff.
- Notifying the complainant and the respondent of the corrective actions to be taken, if any, and administering those actions, with a present Senpai Cosplay Cruise staff member who will keep records of dealings with police.
- Notifying and working with Norwegian Cruise Lines in escalated situations. As well as stepping aside if asked by the Cruise Line to handle such situations.

## Discipline

Senpai Cosplay Cruise staff who violate this policy are subject to appropriate discipline. If an investigation results in a finding that this policy has been violated, the mandatory minimum discipline is a written reprimand. The discipline for very serious or repeat violations is termination as a Senpai Cosplay Cruise staff. Persons who violate this policy may also be subject to civil damages or criminal penalties.

## Confidentiality

All inquiries, complaints and investigations are treated confidentially. Information is revealed strictly on a need-to-know basis. Information contained in a formal complaint is kept as confidential as possible. Senpai Cosplay Cruise staff will take adequate steps to ensure that the complainant is protected from retaliation during the period of the investigation and ensuring confidentiality. All information pertaining to a sexual harassment complaint and sexual assault or investigation is maintained by Senpai Cosplay Cruise staff in secure files. The Senpai Cosplay Cruise staff can answer any questions relating to the procedures for handling information related to sexual harassment complaints and investigations to complainants and respondents.

All reported behavior against minors must be reported to police and parents of the minor. Should persons over 18 choose, police may be contacted and official forms via the police will be filed out. Procedures involving police will thereby be dealt with through the police at that time and Senpai Cosplay Cruise staff will no longer handle the case or report. Senpai Cosplay Cruise staff however must keep the confidentiality of said persons and events (i.e. no spreading of rumors or discussing the case with those outside of Senpai Cosplay Cruise staff or the incident).

## Other Available Procedures

The procedures available under this policy do not preempt or supersede any legal procedures or remedies otherwise available to a victim of sexual harassment and sexual assault under local, state, or federal law.

## Additional Resources

We will also follow all policies set forth by The Norwegian Cruise Line which can be found at the following links:

<https://www.ncl.com/about/additional-terms-and-conditions>

<https://www.ncl.com/about/security-information>

Here are some videos to help explain some of the following issues discussed above with definitions and in general how to appropriately act.

**What is consent, assault & harassment?**

<https://www.youtube.com/watch?v=B-ltH7RlpWU>

**Things Not To Say To Someone Who's Been Sexually Assaulted**

<https://www.youtube.com/watch?v=ySgTgJOqlgE>

**Things Not To Say To A Trans Person**

<https://www.youtube.com/watch?v=pvBwWeG4Rpc>

**Things Not To Say To Gay People**

<https://www.youtube.com/watch?v=ujxl5WZJHL4>

**Things Not To Say To Someone Of Mixed Race**

<https://www.youtube.com/watch?v=g8sY29iN0-c>

**Things Not To Say To Cosplayers**

<https://www.youtube.com/watch?v=EnLgvohAnKU>

**Cosplay Is Not Consent**

<https://www.youtube.com/watch?v=kViq2YuRi00>

**Little Things You Can Do To Combat Racism**

<https://www.youtube.com/watch?v=Q4nPz7LUDNM>