

# North Valley Animal Disaster Group Sexual Harassment Policy

## The Policy Statement

North Valley Animal Disaster Group (NVADG) is committed to providing a safe environment for all its staff free from discrimination and harassment of any kind.

NVADG operates a zero-tolerance policy for any form of sexual harassment in the workplace. NVADG treats all allegations of sexual harassment seriously, and promptly investigate all incidents. Any person found to have sexually harassed another will face disciplinary action, up to and including dismissal. No one will be retaliated against for bringing an incident forward.

## Definition of sexual harassment

Sexual harassment is any unwelcome conduct of a sexual nature which makes a person feel uncomfortable, offended, humiliated and/or intimidated. Sexual harassment may include situations where a person is asked to engage in sexual activity as a condition of that person's involvement with NVADG. Sexual harassment may create an environment which is hostile, intimidating or humiliating for the recipient.

Sexual harassment can involve one or more incidents. Actions constituting harassment may be physical, verbal and non-verbal. Examples of conduct or behavior which constitute sexual harassment include, but are not limited to:

### Physical conduct

- Unwelcome physical contact such as inappropriate touching, patting, pinching, stroking, kissing, hugging, fondling and including sexual advances or assault.

### Verbal conduct

- Comments of sexual nature including jokes, stories or insults
- Inappropriate comments regarding someone's sex, appearance, age, private life
- Repeated and unwanted social invitations for dates or physical intimacy
- Condescending or paternalistic remarks
- Sending sexually explicit messages (by phone or by email)
- The use of job-related threats or rewards to solicit sexual favors

### Non-verbal conduct

- Display of sexually explicit or suggestive material
- Sexually-suggestive gestures
- Whistling
- Leering

Anyone can be a victim of sexual harassment. NVADG prohibits sexual harassment in any activity sponsored by NVADG including, social events, deployments, mutual aid business trips, training sessions or social events.