

POLICY AGAINST SEXUAL HARASSMENT

POLICY STATEMENT

The Township of Millington prohibits sexual harassment of employees. This policy applies to all employees, as well as to non-employees on the premises and those persons who work in conjunction with township employees. Any employee found to have engaged in such prohibited conduct shall be subject to discipline up to and including termination.

DEFINITION: SEXUAL HARASSMENT Unwelcomed sexual advances, requests for sexual favors, on other verbal and/or physical conduct of a sexual nature when:

A. submission to such conduct or communication is made a term or condition, either explicitly or

Implicitly, to obtain employment;

B. submission to, or rejection of, such conduct or communication by an individual is used as a factor in any employment decision;

C. such conduct or communication has the purpose or effect of substantially interfering with a person's work performance or creating an intimidating, hostile or offensive work environment.

An employee who is affected by sexual harassment is directed to immediately report the incident to his/her supervisor or, at the employee's discretion, the township board. An investigation of all complaints will be undertaken immediately and confidentially.

This policy was adopted at a regular Millington Township Board meeting on October 16, 1995

Richard Cobb, Clerk