



Garner Police Department Written Directive

Chapter: 300 - Personnel Management

Directive: 320.04 - Sexual Harassment

Authorized by: Chief Brandon Zuidema

Effective Date: October 1, 2014

CALEA Standards: Not Applicable

Last Revision: February 23, 1998

320.4.1 - Purpose

The purpose of this directive is to establish policy and procedure to address sexual harassment in the workplace.

320.4.2 - Policy

It is the policy of the Garner Police Department that all employees are entitled to work in an environment free from all forms of illegal discrimination including that based upon a person's sex.

320.4.3 - Definition

Sexual harassment is defined by the EEOC as "unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature" when:

- A. Submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment; or
- B. Submission to or rejection of such conduct by a person is used as a basis for employment decisions affecting that person; or
- C. Such conduct has the purpose or effect of unreasonably interfering with a person's work performance; or
- D. The conduct creates an intimidating, hostile, or offensive work environment.

320.4.4 - Procedures

Provisions for the reporting of sexual harassment are found in Attachment A of the Town of Garner Personnel Policies and Procedures Manual.