

DISCRIMINATION/HARASSMENT

Because of our commitment to provide a work environment that is free of discrimination and harassment, we maintain a strict policy prohibiting unlawful harassment. Conduct that constitutes discrimination or harassment because of sex, race, ancestry, religion, age, disability, or any other protected basis is not allowed.

Prohibited conduct includes but is not limited to:

- Threatening or insinuating that a staff member's employment, evaluation, wages, advancement, assigned duties, or any other conditions of employment is conditioned upon his or her submission to sexual advances.
- Otherwise making decisions relating to staff member's employment, evaluation, wages, advancement, assigned duties, or any other conditions of employment based on sex, race, color, religion, national origin, age or disability.
- Making offensive or derogatory statements, comments, slurs or gestures because of a staff member's sex, race, color, religion, national origin, age or disability.
- Engaging in any other verbal or non-verbal behavior of an offensive or derogatory nature, because of a staff member's sex, race, color, religion, national origin, age or disability.
- Engaging in unwelcome flirtation, sexual advances, requests for sexual favors, propositions, and other verbal or physical conduct of a sexual nature.
- Displaying sexually suggestive objects, pictures or drawings.
- Otherwise unreasonably interfering with work performance or creating an offensive working environment based on a staff member's sex, race, color, religion, national origin, age or disability.

Any employee who feels he or she has been harassed or discriminated against must immediately report the incident to their immediate supervisor and the Chief Administrative Officer. If the complaint is against their immediate supervisor or the Chief Administrative Officer or the Chief Administrative Officer fails to take immediate action to remedy the situation, the employee should contact the President of the Board of Commissioners of the Lafayette Parish Waterworks District North. Any employee who believes he or she has witnessed behavior that violates this policy also must report the incident by following the procedure listed above.

Complaints of discrimination or harassment will not be taken lightly. All complaints will be investigated. Every employee is required to cooperate fully with the Lafayette Parish Waterworks District North in its investigation and to provide it with relevant information. All actions taken to resolve complaints of harassment or discrimination will be kept confidential to every extent possible. No employee who makes a complaint under this policy will have his/her terms or conditions of employment adversely affected because of the making of such a complaint. Likewise, no employee will be penalized for participating in the investigation of complaints.

Any supervisor or other employee who is found after investigation to have engaged in harassment or discrimination which involves this policy will be subject to disciplinary action and, depending on the circumstances, may be terminated.