

Metropolitan Camden Habitat for Humanity

ANTI-HARASSMENT POLICY

6/25/04

It is the policy of Metro Camden Habitat for Humanity, Inc., (MCHH) to maintain a work environment free from discriminatory harassment for its employees and volunteers. No form of discriminatory harassment by supervisors, co-workers and volunteers will be tolerated by MCHH. Any and all complaints and allegations will be investigated properly and appropriate corrective action will be implemented.

Discriminatory harassment is verbal or physical conduct that demeans or shows hostility or aversion toward an individual because of race, religion, gender, national origin, age, sexual orientation or disability, which has the purpose or effect of creating an intimidating, hostile, or offensive working environment.

Anyone who believes that he/she has been a victim of discriminatory harassment should report the complaint to the Construction Manager or Executive Director. Allegations of harassment will be promptly investigated, giving due regard to the need for confidentiality. If the investigation determines that harassment has occurred, the Executive Director will take appropriate corrective action. Any employee who engages in harassing behavior is subject to disciplinary action, including termination.

Any form of retaliation against those who, in good faith, bring forward complaints or allegations, or who participate in an investigation of discriminatory harassment is strictly prohibited.

Print Volunteer Name

Volunteer Signature

____/____/_____
Date