

Rocky Mountain Risk Insurance Group/ Rocky Mountain Risk

POLICY NO. G-2
DATE: November 11, 2020

Subject: SEXUAL DISCRIMINATION AND HARRASSMENT

1. The Rocky Mountain Risk Insurance Group/Rocky Mountain Risk is committed to a working environment that is free from sexual discrimination and harassment. It shall be a violation of policy for any Board member of Rocky Mountain Risk Insurance Group/Rocky Mountain Risk or staff to discriminate against another on the basis of sex or harass another staff member through conduct or communications of a sexual nature.

2. Sexual harassment is recognized as a form of sex discrimination and thus a violation of the laws which prohibit sex discrimination.

3. Sexual harassment committed by a Rocky Mountain Risk Insurance Group/Rocky Mountain Risk Board or staff member in the course of employment shall be deemed a breach of duty, and as such, shall subject the offending employee to disciplinary action. This policy similarly applies to non-employee volunteers or any other persons who work subject to the control of Rocky Mountain Risk/BOCES authorities.

4. Sexual harassment prohibited, for purposes of this policy, unwelcome sexual advances, requests for sexual favors, or other unwelcome conduct of a sexual nature constitutes sexual harassment if:

4.1. Submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment.

4.2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual.

4.3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

5. The prohibition against sexual harassment applies whether the harassment is between people of the same or different gender. Sexual harassment as defined above may include but is not limited to:

5.1. Sex-oriented verbal "kidding," abuse or harassment.

5.2. Pressure for sexual activity.

5.3. Repeated remarks to a person with sexual implications.

5.4. Unwelcome touching, such as patting, pinching or constant brushing against another's body.

5.5. Suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning employment status or similar personal concerns.

6. Sexual harassment cannot be investigated or corrected by the Rocky Mountain Risk Insurance Group/Rocky Mountain Risk until the Executive Director, or in the event the complaint is against the Executive Director, the Board of Directors is made aware of such harassment. Therefore, it is the express desire of the Executive Director and the Board to encourage victims of sexual harassment to report such claims.

7. Employees who feel that the Executive Director is conditioning promotions, increases in wages, continuation of employment, or other terms or conditions of employment upon agreement to unwelcome conduct of a sexual nature, are encouraged to report these conditions to the President of the appropriate Rocky Mountain Risk Insurance Group/Rocky Mountain Risk Board.

8. No reprisals or retaliation shall be allowed to occur because of the good faith reporting of charges of sexual harassment. Requests for confidentiality shall be honored so long as doing so does not preclude the Executive Director or the Board from responding effectively to the harassment and preventing future harassment.

9. In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred shall be investigated.

10. Any employee found to have engaged in sexual harassment shall be subject to sanctions, including, but not limited to, warning or reprimand, suspension, or termination, subject to applicable procedural requirements.

11. Filing of a grievance or otherwise reporting sexual discrimination or harassment shall not reflect upon the individual's status or affect future employment or work assignments. All matters involving sexual discrimination or harassment complaints shall remain confidential to the extent possible.

12. Notice of this policy shall be circulated to all Rocky Mountain Risk Insurance Group/Rocky Mountain Risk personnel.

LEGAL REFS.: 20 U.S.C. §1681 et seq. (Title IX of the Education
Amendments of 1972)
42 U.S.C. §2000e et seq. (Title VII of the Civil Rights Act of 1964)
C.R.S. 24-34-401 et seq. (discrimination or unfair employment practices)
C.R.S. 24-34-301 et seq. (Colorado Civil Rights Division procedures)