



ROCKLAND COUNTY IDA POLICY REGARDING SEXUAL HARASSMENT

It is imperative that all employees be aware of the Rockland County IDA's commitment to enforce New York State's Executive Orders concerning sexual harassment in the workplace and the Agency's efforts to ensure that every employee is entitled to a work environment free from any form of discrimination. Sexual harassment is an unlawful discriminatory practice. It is also a violation of Section 703 of Title VII of the Civil Rights Act of 1964, as amended, the New York State Human Rights Law, and the relevant guidelines issued pursuant to the Workforce Investment Act of 1998. The Civil Rights Law of 1991 makes additional provisions for victims of sexual harassment. Sexual harassment is a form of employee misconduct for which appropriate disciplinary action will be taken against individuals, and against supervisors and managers, who knowingly allow such behavior to continue. As defined in the relevant Executive Order, sexual harassment is any unwelcome sexual advance, request for sexual favors, or other verbal or physical conduct of a sexual nature, when: 1. submission to the conduct is either explicitly or implicitly a term, or condition, of an individual's employment; 2. submission to, or rejection of, such conduct by an individual is used as the basis of employment decisions affecting such individuals or 3. the conduct has the purpose or effect of unreasonably interfering with an affected person's work performance or creating an intimidating, hostile, or offensive work environment. Any allegation of sexual harassment will be thoroughly investigated and kept in strict confidence. Allegations of sexual harassment should be reported either to the Executive Director, the IDA Chairman or the NYS Division of Human Rights.