

Rotary is committed to maintaining an environment that is free of any form of harassment. All members and other individuals attending or participating in Rotary meetings, events or activities should expect an environment free of harassment, including unwelcome physical contact, advances, or comments.

Rotarians and their guests shall maintain an environment that promotes safety, courtesy, dignity, and respect to all.

Any allegation of criminal behavior must be referred to local law enforcement.

The Harassment Policy includes the following information:

I. Definition of Harassment

II. Escalation Procedure

III. Continuing Education

I. Definition of Harassment

Harassment is broadly defined as any conduct, verbal or physical, that denigrates, insults or offends an individual or group of individuals based on any characteristic (age, race, color, ability, religion, socioeconomic status, culture, sex, sexual orientation, or gender identity).

Courteous, mutually respectful, noncoercive interactions between individuals that are appropriate and acceptable to and welcomed by both parties are not considered to be harassment, including sexual harassment.

II. Escalation Procedure

The escalation procedure is designed to accommodate a member who wishes to lodge a complaint and to provide the Club's Board of Directors ("the Board") guidance in addressing the complaint.

Nothing in this procedure precludes a complainant or the board from seeking outside counsel.

A. Incident Reporting

Complaints should be submitted to the President of the Board (the "President") as soon as possible after an incident of harassment has occurred, preferably in writing. If the allegation is against the President, the complaint will be submitted to the President-elect of the Board (the "President-elect").

B. Board Action

The President* shall promptly address allegations of inappropriate behavior and shall not retaliate against those making the allegation.

1. The President* will initiate an investigation to determine whether there is a reasonable basis for believing that the alleged violation of this policy occurred.
 - a. This step is to be commenced as soon as practicable, but not more than one week.
2. During the investigation, the President* will interview the complainant, the respondent, and any witnesses to determine whether the alleged conduct occurred.
3. Upon conclusion of an investigation, the President*, shall present a recommendation to the Board of Directors.

The appropriate recommendation will depend upon the following factors:

- a) The severity, frequency and pervasiveness of the conduct
 - b) Prior complaints made by the complainant
 - c) Prior complaints made against the respondent; and
 - d) The quality of evidence (e.g., firsthand knowledge, credible corroboration).
4. The Board of Directors shall review and discuss the results of the investigation and recommendation of the President or, if applicable, the President-elect, and decide what action, if any, will be taken.
 5. In taking disciplinary or preventive action, the Board of Directors shall have the authority to define and place the respondent on probation, as well as to dismiss the respondent from the Club.
 6. Once a final decision is made, the Board shall meet with the complainant and respondent separately and notify them of the findings of the investigation.
 - a) If disciplinary action is to be taken, the respondent shall be informed of the nature of the discipline.
 - b) All disciplinary action shall be executed in writing, so-as-to avoid any possible dispute regarding the nature or extent of the disciplinary action taken.

*If the President is the party against whom an allegation of harassment has been made, then the President-elect shall perform the obligations under Section II(B) of this Harassment Policy in lieu of the President.

C. Alternative legal remedies

Nothing in this policy shall prevent the complainant or the respondent from pursuing formal legal remedies or resolution through local, state or federal agencies or the courts.

III. Continuing Education

The Club is committed to maintaining an environment that is free of any form of harassment. All members shall receive a copy of the Club's policy on harassment.

Further, the Club shall, at least yearly, discuss harassment at a Club meeting. This is to ensure the Club's members and Board remain fully informed of the policy concerning the subject of harassment, and how it pertains to membership in the Rotary Club of Akron.