

Anti-Harassment Policy

South Whidbey Yacht Club (SWYC) is committed to an environment in which all individuals are treated with dignity and respect. Each member or volunteer has the right to participate in a professional atmosphere that prohibits unlawful or discriminatory practices, including harassment. Therefore, SWYC expects that all relationships among all persons we come in contact with will be business-like, respectful and free of bias, prejudice and harassment.

SWYC will make every reasonable effort to ensure that all members, volunteers, instructors and vendors are familiar with these policies and are aware that any complaint regarding a violation of such policies will be investigated and resolved appropriately. This policy will be distributed to all members and posted on our website. Anyone who has questions or concerns after reviewing this policy should talk with a member of the SWYC Board of Directors.

SWYC encourages reporting of all perceived incidents of discrimination or harassment and prohibits retaliation against any individual who reports or participates in an investigation of discrimination or harassment complaints or concerns.

Sexual Harassment

Sexual harassment is strictly prohibited and is illegal under federal, state and local laws.

For the purposes of this policy, "sexual harassment" is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when having the purpose or effect of unreasonably interfering with an individual's participation in the organization or creating an intimidating, hostile or offensive environment.

Sexual harassment may include a range of subtle and not-so-subtle behaviors and may involve individuals of the same or different gender. Depending on the circumstances, these behaviors may include: unwanted sexual advances or requests for sexual favors; sexual jokes and innuendo; verbal abuse of a sexual nature; commentary about an individual's body, sexual prowess or sexual deficiencies; leering, whistling or touching; insulting or obscene comments or gestures; display of sexually suggestive objects or pictures; and other physical, verbal or visual conduct of a sexual nature.

Harassment

Harassment based on any protected characteristic or class is also strictly prohibited.

Under this policy, harassment is verbal, written or physical conduct that denigrates or shows hostility or aversion toward an individual because of his or her race, color, religion, sexual orientation, gender identity or expression, national origin, age, disability, marital status, or any other characteristic protected by law. Harassing conduct includes epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes; and written

or graphic material that denigrates or shows hostility or aversion toward an individual or group.

Individuals and Conduct Covered

These policies apply to all members, volunteers, subsidiary organizations or by someone contracting with SWYC.

Conduct prohibited by these policies is unacceptable in any activities sponsored by SWYC or its subsidiaries.

Reporting an Incident of Harassment, Discrimination or Retaliation

SWYC encourages reporting of all perceived incidents of discrimination, harassment or retaliation, regardless of the offender's identity or position. Individuals who believe that they have been the victim of or a witness to such conduct should discuss their concerns with the Vice Commodore. See the Complaint Procedure described below.

In addition, SWYC encourages individuals who believe they are being subjected to such conduct to promptly advise the offender that his or her behavior is unwelcome and to request that it be discontinued. Often this action alone will resolve the problem. SWYC recognizes, however, that an individual may prefer to pursue the matter through complaint procedures.

SWYC also encourages the prompt reporting of complaints or concerns so that rapid and constructive action can be taken before relationships become irreparably strained. Therefore, while no fixed reporting period has been established, early reporting and intervention have proven to be the most effective method of resolving actual or perceived incidents of harassment.

Complaint Procedure

Individuals who believe they have been the victims of conduct prohibited by this policy or believe they have witnessed such conduct may file a formal complaint with the Vice Commodore. An individual who feels uncomfortable discussing the matter with the Vice Commodore for any reason may bring it directly to the Commodore.

Any reported allegations of harassment, discrimination or retaliation will be investigated and documented as promptly as possible. The investigation and documentation may include individual interviews with the parties involved and, where necessary, with individuals who may have observed the alleged conduct or may have other relevant knowledge.

Confidentiality will be maintained throughout the investigatory process to the extent reasonably consistent with adequate investigation and appropriate corrective action.

Complaint Resolution and Outcome

Upon completion of the investigation the Vice Commodore will bring their recommendations to the SWYC Board of Directors. The Vice Commodore may recommend no further action is necessary or that appropriate disciplinary action be taken, up to and including termination of the accused party's relationship with the SWYC. The SWYC Board of Directors will review and vote on a resolution.

If a party to a complaint does not agree with its resolution or is uncomfortable speaking with the Vice Commodore, that party may appeal to the Commodore.

Retaliation Outcome

Retaliation against an individual for reporting harassment or discrimination or for participating in an investigation of a claim of harassment or discrimination is a serious violation of this policy and, like harassment or discrimination itself, will be subject to disciplinary action up to and including termination of his/her membership and any volunteer duties. Acts of retaliation should be reported immediately and will be promptly investigated and addressed.

False or Malicious Complaints Outcome

False and malicious complaints of harassment, discrimination or retaliation, as opposed to complaints that, even if erroneous, are made in good faith, may also be the subject of appropriate disciplinary action up to and including termination of his/her relationship with SWYC.

Disclaimer:

The organization has the right to interpret, modify, amend, in whole or in part, in its sole discretion, this policy in any manner at any time for any purpose provided it does not conflict with applicable local, state or federal law. This policy does not constitute a contract or promise by the SWYC Board of Directors but serves as a guideline for appropriate conduct for its representatives.