

VALLEY ELECTRIC ASSOCIATION, INC.

Board Policy #106

Subject: POLICY AGAINST HARASSMENT

Dated: September 26, 2014

Supersedes Date: March 30, 2012

I. PURPOSE

The purpose of this policy is to protect the Association from unlawful harassment.

II. POLICY

All Association personnel are responsible for assuring that the work place is free from discrimination and harassment. The Association has a strict policy prohibiting unlawful harassment, including harassment based on race, color, religion, sex, pregnancy status, sexual orientation, gender identity or expression, national origin, ancestry, age, disability, genetic information, marital status, veteran or military status, or any other characteristic protected by law. This policy prohibits harassment in any form, including verbal, physical, visual harassment and retaliation for having reported harassment or being a witness.

Sexual harassment includes, but is not limited to, unwelcome sexual advances, unwelcome physical contact of any kind, requests for sexual favors or other unwelcome verbal or physical conduct of a sexual nature where either (1) submission to such conduct is made as an explicit or implicit term or condition of employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting the individual; or (3) such conduct has the purpose or effect of interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Examples of prohibited conduct include lewd or sexually suggestive comments; sexually suggestive language or jokes of a sexual nature; slurs and other unwelcome or inappropriate verbal, graphic or physical conduct relating to a person's race, color, religion, sex, pregnancy status, sexual orientation, gender identity or expression, national origin, ancestry, age, disability, genetic information, marital status, veteran or military status, or any other characteristic protected by law; or any display of sexually explicit pictures, articles, books, magazines, photos or cartoons, or any form of prohibited conduct directed at a person's gender, race, color, religion, sex, pregnancy status, sexual orientation, gender identity or expression, national origin, ancestry, age, disability, genetic information, marital status, veteran or military status, or any other characteristic protected by law.

Any Director who believes he or she has been harassed in violation of this policy by a fellow Director, employee, supervisor, client or vendor should promptly report the incident to the Chief Executive Officer or Board President immediately.

The Association will investigate all complaints. There will be no retaliation for making a good faith complaint and/or participating in an investigation of a complaint made by any Valley Electric employee. The Association will retain documentation of all allegations and investigations and will take appropriate corrective action to remedy violations of this policy.

Any Director who violates this policy may subject to removal from the Board pursuant to the provisions of the Bylaws and applicable law.

The Association shall offer harassment training and educational materials to all Directors no less than annually.

III. RESPONSIBILITY

The Board of Directors is responsible for the administration of this policy.