

POLICY AND PROCEDURES
BLOOMFIELD GENOA CITY
FIRE & RESCUE

ACCEPTED DATE:

1-1-03

REVISED DATE:

POLICY NUMBER:

1

NUMBERS OF PAGES

2

ACCEPTED BY:

HARASSMENT POLICY

All members, EMT's, volunteers, and employees have the right to work and serve in a workplace free of discrimination and harassment. Genoa City Bloomfield Emergency Services will not tolerate discrimination or harassment in any form. Any conduct which is discriminatory or harassing will result in disciplinary action by the Genoa City Bloomfield Emergency Services, which may include full cooperation with federal and state authorities and police.

It is also the policy of the Genoa City Bloomfield Emergency Services that no supervisor will directly or indirectly state, by word or conduct, that any EMT, first responder, volunteer, or employee must submit to sexual harassment or advances in order to maintain his or her appointment, job, wage, or as a condition of employment, or to receive a suitable evaluation, assignment, duty or the like; or that rejection of harassing conduct will result in a loss of appointment, job or wage. At no time will any word or conduct unreasonably interfere with any member's, EMT's, first responder's, volunteer's, or employee's job performance, or create an intimidating, offensive or hostile working environment.

Sexual Harassment means unwelcome sexual advances, unwelcome physical contact of a sexual nature or unwelcome verbal or physical conduct of a sexual nature. Unwelcome verbal or physical conduct of a sexual nature includes but is not limited to the deliberate, repeated making of unsolicited gestures or comments, or the deliberate, repeated display of offensive sexually graphic materials which are not necessary for the purposes of Genoa City Bloomfield Emergency Services.

Criminal conduct will not be tolerated and is grounds for immediate dismissal.

Every EMT, first responder, volunteer, and employee is personally responsible for his or her own conduct.

If any EMT, first responder, volunteer, or employee believes that s/he has been discriminated against or harassed, then that employee must immediately report this in confidence to any of the members of the Board of Directors of Genoa City Bloomfield Emergency Services, or to his or her supervisor, as soon as possible.

Genoa City Bloomfield Emergency Services will immediately investigate complaints and take all appropriate and necessary action. Members, EMTs, first responders, volunteers, or employees who register complaints or make reports of harassment may request that their complaints or reports be kept in confidence. Genoa City Bloomfield Emergency Services strictly prohibits any retaliation against a member, EMT, first responder, volunteer, or employee who has complained of harassment, or against any member, EMT, first responder, volunteer, or employee who participates in this squad's investigation of the complaint. Any member, EMT, first responder, volunteer, or employee who violates this policy will be subject to discipline, up to and including immediate discharge.