
UNLAWFUL HARASSMENT

Chico State Enterprises (CSE) is committed to providing a work environment free from unlawful harassment or intimidation. CSE policy prohibits sexual harassment and harassment because of race, religion, color, national origin or ancestry, physical or mental disability, medical condition, sexual orientation, marital status, age, pregnancy or any other basis protected by law. Harassment can also exist if it is based on a perception that anyone has any of those characteristics, or is associated with a person who has or is perceived as having any of those characteristics. All such harassment is a violation of federal and state laws. The prohibition against unlawful harassment applies not only to employees, but also to all persons doing business with or for CSE whether on CSE worksite, field sites or anywhere CSE work is being conducted. All employees are asked to be sensitive to the individual rights of their coworkers.

Prohibited unlawful harassment includes, but is not limited to, verbal comments or visual conduct that are derogatory or sexual in nature, physical contact that is unwanted or interferes with work, sexual requests that are linked to the promise or loss of employment, and retaliation for reporting or threatening to report harassment.

If an employee believes that he or she has been unlawfully harassed, notify the supervisor or the CSE Human Resources Director. Supervisors will refer all harassment allegations to the CSE Human Resources Director or CSE CEO for investigation. The complaint should include details of the incident or incidents, names of the individuals involved, and names of any witnesses. An immediate, effective, thorough, and objective investigation of the allegations will take place. During the investigation, the accused employee will be removed from contact with the accusing employee and possibility placed on administrative leave. If it is determined that unlawful harassment has occurred, effective remedial action will be taken in accordance with the circumstances involved. Any employee determined by CSE to be responsible for unlawful harassment will be subject to appropriate disciplinary action, up to, and including termination. A CSE representative will advise all parties concerned of the results of the investigation.

If an accused employee is assigned to a government project, funders requiring notification will be advised of an investigation and outcome. If the accused is affiliated with a subawardee on a government project, CSE will be responsible in providing the funder with information directly.

All employees share in the duty to prevent and eliminate harassment in the workplace, and are encouraged to immediately report any incidents of which they have knowledge so that complaints can be promptly investigated and resolved.

No reprisals will be taken against an individual for filing a complaint and CSE will not tolerate retaliation by management, employees or coworkers. Employees should also be aware that the Federal Equal Employment Opportunity Commission and the California Department of Fair Employment and Housing investigate and prosecute complaints of prohibited harassment in employment. The nearest office is listed in the telephone directory.