



POLICY STATEMENT ON SEXUAL HARASSMENT

September 13, 2012

It is the policy of the Broadcasting Board of Governors (BBG or Agency) to provide a work environment free of any form of unlawful harassment or intimidation. This policy includes but is not limited to sexual harassment, a form of sex discrimination that violates *Title VII of the Civil Rights Act of 1964, as amended*.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- Submission to or rejection of such conduct by an individual is made either explicit or implicitly as a term or condition of an individual's employment;
- Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting an individual; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile or offensive working environment.

Managers and supervisors are responsible for ensuring that the workplace is free from sexual harassment and that appropriate action is taken promptly when allegations of violations of this policy are brought to their attention. The Agency will not tolerate retaliation against an individual who presents a harassment complaint or who provides any information related to such a complaint.

Any Agency employee found to have engaged in sexual harassment in violation of this policy is subject to disciplinary action. The offending individual, however, may not necessarily be an employee, but may be a contractor or non-employee. Supervisors and managers who observe or are informed of any unprofessional behavior that may create a work environment offensive to any staff member have a responsibility to take appropriate, effective and immediate steps to prevent such behavior from continuing or recurring.