

## **Macon County Policy on Workplace Harassment**

### ***Statement of Purpose***

This policy is adopted by the Board of Commissioners of Macon County for the following purposes: to prohibit workplace harassment and to encourage employees to report workplace harassment.

### ***Definitions***

*Workplace harassment* is speech, communication or conduct by an employee directed toward another employee while on a county work site that denigrates or shows hostility or aversion toward that employee because of his or her race, color, creed, national origin, religion, gender, age or disabling condition as defined by N.C.G.S. 168A-3 and that creates a hostile work environment or any form of sexual harassment.

A *county work site* is any premises or vehicles owned or operated by Macon County and any other place at which employees are conducting county business or to which they are assigned temporarily for training, certification or similar purposes.

A *hostile work environment* is one that both the specific employee complaining of workplace harassment perceives to be hostile or abusive and one that a reasonable person would find hostile or abusive under the totality of circumstances, including the frequency and severity of the alleged harassment and whether it interferes with the employee's work performance.

*Sexual harassment* is speech, communication or conduct by an employee directed toward another employee while on a county work site that is of a sexual nature including sexual advances, requests for sexual favors, sexual flirtation, comments about the employee's body, sexual language, and the display of sexually suggestive pictures or objects.

*Retaliation* is any adverse treatment of an employee because that employee has reported workplace harassment.

### ***Statement of Policy***

Macon County prohibits workplace harassment to the end that all employees are afforded the opportunity to work in an environment that is free of workplace

harassment. Any employee who perceives himself or herself to be the victim of workplace harassment is encouraged to promptly report the same to an appropriate supervisor through the grievance procedure established in *Article X* of the Macon County Personnel Policy. Macon County will investigate all allegations of workplace harassment and will exercise appropriate remedial or disciplinary action. Macon County further prohibits retaliation against any employee reporting workplace harassment, will investigate all allegations of retaliation and will exercise appropriate remedial or disciplinary action.