

Workplace Harassment Policy

This is a living, breathing document that the Board of Trustees reviews annually.

1. Statement of Purpose

Via Brooklyn Theatre Co. is committed to diversity, inclusion, and a work environment where artists of all backgrounds, identities, and experiences can feel safe, welcome, and free from harassment or discrimination.

Via Brooklyn is also committed to doing challenging and nuanced work on subjects that may be emotionally fraught. Via Brooklyn also recognizes that the atmosphere of a close-knit creative project is social as well as professional. It is not the intention of Via Brooklyn to mimic an office or corporate environment, as we believe such environments, by virtue of having high levels of formality and prohibitions against sensitive topics (such as might arise in artistic projects), do not foster the type of work we hope to do. But it is also not our intention to foster an environment devoid of boundaries or accountability, as we believe such environments have the potential to be unsafe.

The company's particular situation, as with many similar performing arts companies, may involve a different set of social cues from a more clearly defined office environment. However, it is the hope of Via Brooklyn that, with a combination of communication, clear procedures for conflict resolution, and respect for each other, we can create an environment in which all artists feel safe and free to do their best work.

It is worth noting that the higher the risk a production asks of its artists, the greater the diligence of each participant is needed to foster an environment of safety. In the case that boundaries are deliberately, harmfully, and nonconsensually violated, we intend to provide a fair and transparent investigation process, ending with appropriate action to repair the harm done as much as possible, and to prevent similar violations from happening in the future. This action may include removing the perpetrator from all current and future Via Brooklyn productions and - in extreme cases of dangerous criminal misconduct - contacting law enforcement.

It is also understood that, under these circumstances, not all boundaries will be

obvious to everyone. The best of intentions may still lead to genuine misunderstanding, discomfort, or even harm, which we should still seek to rectify. While we cannot reasonably expect each other to anticipate or avoid every possible action that causes problems, we can always approach each other in a spirit of respect and humility, and with mutual goals of safety and consent.

It is also understood that the guidelines and policies set forth throughout this document are intended to prevent certain hostile or negative environments. Failure by Via Brooklyn company members or collaborators to adhere to these guidelines and policies may be grounds for resolution through the path outlined later in this document.

Concerns about harassment, safety, or a negative environment should be reported using the resolution path as outlined later in this document (starting with the individual responsible when possible), and all concerns should be treated with the utmost respect for the safety and well-being of all participants.

2. Harassment

Via Brooklyn has an absolute zero tolerance policy for deliberate abuse or harassment of any kind.

Broadly speaking, “Harassment” is broken down into the following two categories under A and B, both of which are prohibited by Via Brooklyn and counter to our goals and values:

A. Hostile Environment Harassment

Hostile environment harassment may occur when there are:

- Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature
- Non-sexual conduct that is unwelcome and offensive and which is directed at an individual because of or motivated by the individual’s:

- Race

- Age
- Religion
- Ethnicity
- Disability
- Sexual orientation
- Gender identity and/or expression
- Other characteristics protected by law or policy

Hostile environment harassment occurs when such conduct is sufficiently severe or pervasive to and does: (i) unreasonably interfere with an individual's work, performance or ability to learn, or (ii) create an intimidating, hostile, or offensive work, performance or learning environment.

B. “Quid Pro Quo” Sexual Harassment

“Quid Pro Quo” sexual harassment may occur when there are unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when (i) submission to such conduct is an explicit or implicit condition of employment, performance ability or professional advancement, or (ii) submission to or rejection of such conduct is used as the basis for employment, performance, or professional or educational advancement decisions.

Please note: given the nature of our work, conduct which would otherwise be prohibited may still be included in the production content (for example, a character may express racist or sexist attitudes to the audience or another character). This is permissible, provided that best practices of consent building (as described above) are observed. However, repeated or pervasive disregard of these practices, or requests to participate in this content outside of scheduled rehearsals or performances, are expressly prohibited.

C. More specific examples of prohibited conduct may include, but are not limited to:

- Inappropriate or insulting remarks, gestures, jokes, innuendoes or taunting about a person's gender, gender identity, sexual identity, racial or ethnic background, color, place of birth, citizenship, ancestry, creed, or ability;
- Unwelcome remarks, jokes, innuendoes, or taunts about a person's body, attire, gender, or sexual orientation;

- Unwelcome inquiries or comments about a person's sex life or sexual preference;
- Persistent unwanted questions or comments about a participant's private life;
- Posting or displaying materials, articles, graffiti, and so on, which may cause humiliation, offense, or embarrassment on prohibited grounds, or posting or displaying materials, articles, or graffiti that are sexually oriented that are outside the parameters of the production. (A production about violence, racism, or sexual assault may involve such depictions in the rehearsal space, during a performance, or in a dramaturgy packet, but such images are not appropriate for open display in dressing rooms, bathrooms, or other similar spaces.)
- Negative stereotyping of race, gender, gender identity, religion, color, national origin, ancestry, marital status, sexual orientation, ability, or other status protected by law;
- Any unwanted or inappropriate physical contact of any kind (bearing in mind that any touch can be non-consensual and unwanted whether sexual in nature or not);
- Unwelcome inquiries or comments about a person's sex life or sexual preference;
- Leering, whistling, or other suggestive or insulting sounds;
- Inappropriate comments about clothing, or physical characteristics;
- Requests or demands for sexual favors, especially those that include, or imply, promises of rewards for complying (e.g., job advancement opportunities) and/or threats of punishment for refusal (e.g., denial of job advancement or opportunities);
- Inviting an actor to rehearse sexual content outside of scheduled rehearsals;
- Repeated invitation or suggestion to engage in relationships of a sexual nature

outside of recording or rehearsal;

- Using the text of a production that is sexual, violent, threatening, or offensive in discourse outside of recording or rehearsal;
- Improvising sexual content without expressed consent.

D. All Participants have the right to be free from:

- Sexual and romantic solicitation or advance made by a person in a position to confer, grant, or deny a benefit or advancement outside production content;
- Reprisal or threat of reprisal for the rejection of a sexual solicitation or advance where the reprisal is made by a person in a position to grant, confer, or deny a benefit or advancement outside production content.

E. Who is protected?

Any of the behaviors outlined here have the potential to create a negative environment for our participants. It should be noted that a person does not have to be a direct target to be adversely affected by a negative environment.

An action need not necessarily be related to membership in a protected class to be inappropriate or prohibited. *Any behavior which would make a reasonable person feel unsafe or unwelcome in a Via Brooklyn production may be grounds for seeking a remedy through the resolution paths outlined in this document, which may include termination or removal.*

It is understood that creative atmospheres are not always “emotionally sanitary”—they can safely be bawdy, profane, vulgar, and counter to certain cultural norms. We assert that having (i) a practice of building consent, and (ii) an environment that allows for response to clear boundary violations, can broaden our opportunity to be challenging and fearless in our work.

3. Responsibilities of All Participants

Via Brooklyn’s Policy prohibits harassment by management or other participants against any person, as well as harassment directed towards Via Brooklyn patrons, contractors, consultants, suppliers, vendors, visitors, and other non-employees or non-affiliated individuals, when such conduct occurs at rehearsal, recordings,

performances, gatherings, or online in connection with Via Brooklyn's productions or the performance of Via Brooklyn work.

Prohibited behavior outside of official production spaces or performances may also be grounds for corrective action or dismissal, when it is serious enough to make other participants feel unsafe at work, or when it runs counter to the core values of Via Brooklyn. Via Brooklyn will make reasonable efforts to see that the actions of its management and other participants are free from forbidden harassment, and will take appropriate corrective action when it learns of such forbidden harassment. In those instances where Via Brooklyn's management learns of forbidden harassment of any participant, it will take reasonable action to investigate, according to the wishes of the alleged victim of said harassment.

All management, directors and producers will:

- Reject any offer or promise of sexual or other favors made by any other participant in anticipation of or in exchange for some employment, performance, or educational decision and at the same time advise such participant that such an exchange violates Via Brooklyn policy and will not be tolerated.
- Avoid forbidden harassment, including the appearance of such harassment, by refraining from actions, language, and jokes, (outside of production content) which could reasonably be anticipated to offend a participant.
- Report to Via Brooklyn's management, in accordance with the procedures set forth below in this document, any forbidden harassment that they observe, that is made known to them by others, or that they reasonably suspect has occurred.
- Reinforce to participants as necessary that all forms of harassment are expressly prohibited, that Via Brooklyn will investigate reported and suspected occurrences of forbidden harassment, and that Via Brooklyn will take appropriate corrective action when forbidden harassment is found to have occurred.

In addition, any manager, producer, or director who enters into, or is already in, a sexual or romantic relationship with another participant will inform management about the relationship and allow a supervisory third party the final say on any casting, hiring, or advancement decisions involving the participant in question.

In the event that conflict does arise, all participants are responsible to be cognizant of the general guidelines described later in this document.

4. Reporting Procedures

- A. If I want to report behavior, who in the company is a point of contact to address concerns or report incidents to?

Via Brooklyn's company manager for the 2020-2021 season is Danielle Joy. In that capacity, she may be a primary point of contact within the company for incident reports. However, anyone may also turn to any member of the Via Brooklyn board (including Jack Collard, Ian Harkins, Cori Hundt, Rafe Terrizzi) as an initial point of contact depending on comfort level and preference. One may also approach the production stage manager on an individual project as an initial point of contact depending on contact level and preference. You should keep in mind that anyone who serves as a primary point of contact may exercise his or her judgment to involve others in the discussion, which may be dictated by this document. You may refer to subsequent parts under section 4 for when it is appropriate to approach one of the individuals listed above.

The following are the best contact methods for each of the individuals listed above:

Danielle Joy

danielle.joy@viabrooklyn.org

US- +1 516-662-3753

Jack Collard

jack.collard@viabrooklyn.org

UK- +44 7810 798407

Ian Harkins

ian.harkins@viabrooklyn.org

US- +1 917- 544-6684

UK- +44 (0)7732 816182

Cori Hundt

cori.hundt@viabrooklyn.org

US- +1 908-720-5504

UK- +44 (0)7907 024382

Rafe Terrizzi

rafe.terrizzi@viabrooklyn.org

US- (917) 531-0665

B. What should I do if I am a target of unwelcome or prohibited behavior?

In case of physical emergency, you should take any reasonable action necessary to ensure your safety and that of others, including contacting emergency services if applicable.

STEP 1: If you feel comfortable doing so, we encourage you to first directly address your concern with the individual(s) involved. This helps to foster an honest and open community and is often the fastest path to a resolution. If you wish, any of the individuals listed above in 4A are available to act as informal mediators in this interaction, without the need to necessarily escalate the matter to Step 2.

STEP 2: If you are not comfortable directly addressing the individual(s) involved, or if no resolution can be reached, your next points of contact can be any of the individuals listed above in 4A.

You should then expect a timely but thorough Internal Resolution Process. Very briefly, you will be entitled to:

- As much confidentiality and anonymity as possible, while still allowing for due diligence in investigating your complaint
- Your wishes regarding who is informed of the complaint and what corrective/restorative action might look like to be taken into heavy consideration
- To be informed of the outcome of the Resolution Process in as timely a manner as possible
- Safety from any retaliation related to your complaint

STEP 3: If you are not comfortable reporting your concerns to any of the individuals listed above, or the Internal Resolution Process does not yield acceptable results, you may request an External Resolution Process as described more fully further below in section 4 . You are encouraged to conduct as much of your correspondence as

possible in writing. (Emails and text messages do count as “in writing”.) If you do not or cannot, you should be aware that the person you contact may make recordings or contemporaneous notes of your correspondence with them. They will notify you if they are doing so. Throughout this process, we strongly encourage you to observe the guidelines laid out in this document, in order to maximize the likelihood of a satisfactory resolution.

C. What should I do if I believe I have witnessed prohibited behavior, of which I am not a target or which has no individual target(s)?

In case of physical emergency, you should take any reasonable action necessary to ensure your safety and that of others, including contacting emergency services if applicable.

STEP 1: If you feel comfortable doing so, we encourage you to first directly address your concern with the perpetrator(s) of the behavior. This helps to foster an honest and open community, and a sense of shared accountability. If you wish, any of the individuals listed above in 4A are available to act as informal mediators in this interaction.

PLEASE NOTE: If you believe you have witnessed (A) a crime, (B) a gross abuse of power, or (C) egregious interpersonal mistreatment involving a Via Brooklyn participant or at a Via Brooklyn event, is your obligation to escalate the matter to Step 2. This is regardless of whether Step 1 was attempted or successful. Failure to do so may leave your fellow participants at risk and may expose Via Brooklyn to criminal or civil liability.

Otherwise, Step 2 is available if you do not feel comfortable resolving a matter through Step 1, or if resolution through Step 1 is unsuccessful.

Furthermore, for matters that were successfully resolved through Step 1, you are still encouraged to make use of Step 2 according to your own best judgment. The goal is not “tattling,” but rather to spot and correct problematic patterns before they get out of hand; behaviors which may seem like “not a big deal” in isolation may nevertheless create a hostile environment if done repeatedly. (One guideline you might use for whether to escalate a matter to Step 2 which was resolved through Step 1 is “would I, or another reasonable person, have wanted to know this happened, before choosing to work with Via Brooklyn?”)

STEP 2: If you decide or are obligated to escalate a matter to Step 2 for any reason, you should contact any of the individuals listed above in 4A, and tell them about what you witnessed. If the behavior seems to have been corrected or resolved directly in the moment, you should make note of that in your correspondence.

You should then expect a timely but thorough Internal Resolution Process as described more fully in 4E and 4F. Very briefly, you will be entitled to:

- Possible follow-up questions from your Point of Contact, if they deem it appropriate
- As much confidentiality and anonymity as possible, while still allowing for due diligence in investigating your complaint
- To be informed when and whether the matter is resolved in as timely a manner as possible. Depending on the sensitivity of the matter and the wishes of the targeted individual(s), you may or may not be informed of the details of the resolution. We will aim for as much transparency as possible while still respecting individual privacy.
- Safety from any retaliation from the Company related to your complaint.

You are encouraged to conduct as much of your correspondence as possible in writing. (Emails and text messages do count as “in writing”) If you do not or cannot, you should be aware that the person you contact may make recordings or contemporaneous notes of your correspondence with them. They will notify you if they are doing so. Throughout this process, we strongly encourage you to observe the guidelines laid out in section 4D, in order to maximize the likelihood of a satisfactory resolution.

D. What should I do if someone reports prohibited behavior to me?

In the most extreme cases only, where the reported behavior represents an emergent threat to the safety of participants or patrons, you should immediately take reasonable action to ensure everyone’s safety, up to and including contacting law enforcement. If you are NOT one of the individuals listed above in 4A, then you are of course permitted to offer them any comfort or emotional support that you wish. However, you should inform them that you are not authorized to initiate our Internal Resolution Process. You should make them aware of the options available to them, by pointing them towards section 4B (if they believe they are the target of prohibited

behavior) or 4C (if they believe they have witnessed prohibited behavior of which they are not the target) of this document. You may also report the behavior as detailed in 4C.

As a reminder, any participant who becomes aware of (A) a crime, (B) a gross abuse of power, or (C) egregious interpersonal mistreatment involving a Via Brooklyn participant or at a Via Brooklyn event, is obligated to report it as detailed in 4C. After making a report, you may be asked by one of the individuals listed in 4A to provide information related to this complaint at some point in the future.

E. What should I expect from the Internal Resolution Process, if I am a target of alleged prohibited behavior?

If you did not report the behavior yourself, one of the individuals listed in 4A will contact you. They will make you aware of the existence of the complaint and will ask you to share your experience of the conduct reported. You will have the opportunity to add any relevant details or context that you wish. The person who contacts you may then ask you some additional follow-up questions. It is all right if you can't remember something or are unsure; we're merely seeking an account that is honest to the best of your ability. We may avoid going into detail about the report until after we have gotten your account; this is not an attempt to "catch you" in anything, but rather to hear your recollections without coloring your own impressions. After you've given your account, we will be glad to share the details of the existing report with you.

It is also your prerogative to decline to comment, or to deny firsthand knowledge of the matter. You will not be retaliated against in any way for doing so. However, you should be aware that, in many cases, it may be impossible to resolve a situation without the participation of any alleged targets.

If you (the person targeted by the behavior) reported the behavior yourself, or confirmed a report made by someone else, you will be asked whether you wish to move forward in seeking mediation or corrective-restorative action. *If you decide not to move forward, no further action will be taken, except in extreme cases, where Via Brooklyn becomes aware of an emergent threat to its participants, or Via Brooklyn believes that inaction could expose the Company to criminal or civil liability.* If no action is taken, a record of the complaint will still remain on file and may be referred to in future conflict resolutions. You will be given the option to have your identity made anonymous in this record. The purpose of this record is to identify patterns of problematic behavior. There is no "time limit" in deciding to move forward with resolution. However, you should be

aware that, as more time passes, it may become more difficult to reach a satisfactory resolution.

The person handling your complaint may also ask your permission to discuss the complaint with the other individuals listed above in 4A. In sensitive and high stakes matters, having multiple points of view can be very valuable in seeking an acceptable resolution. However, your privacy and sense of safety are very important to us, and you have the right to deny this request. And of course, if any individuals listed in 4A are directly implicated in your complaint, they will be excluded from decision making about the complaint.

The people you have authorized to handle your complaint will then contact the alleged perpetrator and collect their account of the alleged behavior. They will be made aware of the existence and relevant details of the complaint against them, but you will be kept as anonymous as possible.

It is acknowledged by Via Brooklyn that, particularly in the case of serious violations, the alleged perpetrator(s) have strong incentives to tell a version of the story that exonerates themselves. This will be factored into our evaluation of the evidence.

The people you have authorized to handle your complaint will confidentially review and discuss the information available, and determine whether any prohibited behavior has occurred. As part of this process, they may ask your permission to contact other individuals who may have witnessed the alleged behavior.

If prohibited behavior is found to have occurred, you will be notified as such. The people handling the complaint will request your input on what a satisfactory resolution would look like and take that into heavy consideration. Once a final decision is reached, you and the perpetrator(s) will be notified privately and separately, and the determined actions will be taken. If the determined actions require any in-person interactions with the perpetrator, that interaction will be mediated by someone you authorized to handle your complaint, and/or a third party experienced in conflict mediation. The matter will then be considered closed (barring any new prohibited behavior), but the report will remain on file with those agents of Via Brooklyn authorized to see it.

If the determination of the Internal Resolution Process is unacceptable to you, you may request an External Resolution Process, as described below in 4G .

If NO prohibited behavior is found to have occurred, then you and the other involved parties will be informed as such, separately and privately, and the matter will be considered closed. A report will remain on file with Via Brooklyn, but that report will include the determination that no prohibited behavior was found to have occurred. No penalties or retaliation of any kind will be permitted against you for making a complaint in good faith. Any attempt to do so is itself prohibited behavior. You are also prohibited from retaliating in any way against other involved parties, but it is of course always your prerogative to set reasonable and appropriate boundaries for your own comfort.

You are encouraged to conduct as much of your correspondence as possible in writing. (Emails and text messages do count as “in writing”.) If you do not or cannot, you should be aware that the individuals contacting you may make recordings or contemporaneous notes of your correspondence with them. They must notify you if they are doing so.

You are also strongly advised to observe the guidelines set forth in Section 5 for the duration of the resolution process.

Finally, the above process is designed to respect your wishes as much as possible. However, you should be aware, as stipulated above, that your wishes not to pursue remediation may be overruled if following them would constitute an emergent threat to the safety of any other participants, or expose Via Brooklyn to criminal or civil liability.

F. What should I expect from the Internal Resolution Process, if I am accused of prohibited behavior?

You will be contacted by one of the individuals listed above in 4A. They will inform you of the existence and relevant details of the complaint against you. They will have no obligation to inform you of the identity of the person making the complaint, or to provide any identifying details besides those most relevant to the substance of the complaint.

You will be asked if you wish to dispute any of the factual claims in the report, or to add any details or context. If you are aware of witnesses or other evidence that supports your account, you should provide them at this time.

The individuals handling the complaint will confidentially review and discuss the information available and determine whether any prohibited behavior has occurred.

If you are found to have behaved in a prohibited way, you will be asked by the individuals handling the complaint to take a prescribed course of corrective-restorative action. (Be aware that, in the case of serious violations, a first offense may be sufficient grounds for your permanent dismissal from current and future Via Brooklyn projects or productions) All parties involved will be notified of this decision. Your failure to adhere to this course of action may be grounds for additional disciplinary measures, up to and including your permanent dismissal. Once you have taken the determined course of action, the matter will be considered closed (barring any new prohibited behavior). But the report will remain on file with those agents of the Company authorized to see it.

If the outcome of the Internal Resolution Process is unacceptable to you, you may request an External Resolution Process, as described below in 4G.

If NO prohibited behavior is found to have occurred, then you and the other involved parties will be informed as such, separately and privately, and the matter will be considered closed. A report will remain on file with the Company, but that report will include the determination that no prohibited behavior was found to have occurred. No penalties or retaliation of any kind will be permitted against anyone for making a complaint in good faith. Any attempt to do so is itself prohibited behavior.

No penalties or disciplinary action will be imposed by Via Brooklyn upon you until such time (if ever) as prohibited behavior is determined to have occurred by the procedures described above, except in extreme and emergent cases (described more fully in Section 5). However, in order to preserve safety and civility during ongoing investigations, certain reasonable restrictions may be imposed. Some examples may include (but are not limited to) not being permitted in the same room as your accuser (either alone or at all), or requesting that you not speak to them outside of rehearsals, recordings, or performances. Failure to respect these limitations may itself constitute prohibited behavior.

You are encouraged to conduct as much of your correspondence as possible in writing. (Emails and text messages do count as “in writing”) If you do not or cannot, you should be aware that the individuals contacting you may make recordings or contemporaneous notes of your correspondence with them. They must notify you if they are doing so.

You are also strongly advised to observe the guidelines set forth in Section 5 for the duration of the resolution process.

G. External Resolution Process

It is best for conflicts to be resolved either directly between the parties involved, or through the Internal Resolution Path as described above in this document. However, in the event that all possible points of contact listed above in 4A have a material or apparent conflict of interest as it relates to a specific complaint, OR if the resolution reached through the Internal Resolution Process is unacceptable to any relevant parties, a relevant party may request professional mediation by a third party.

All requests for mediation will be deemed appropriate or not by a simple majority vote of Via Brooklyn's Advisory Board. (In the event of a tie vote, the request will be deemed appropriate.) The vote will be taken no later than thirty (30) days from when Via Brooklyn receives the request.

In the event that a matter involves any member of the Advisory Board, that member shall recuse themselves from vote(s) regarding mediation request(s) on that matter. If a request is deemed appropriate, Via Brooklyn will hire a professional mediator or mediation service, with no other ties to Via Brooklyn, and at VB's expense, within thirty (30) business days of the request. If a request is deemed inappropriate, the resolution reached through Step 2 in section 4C will stand.

There will be no penalties for, or retaliation against, any participant who requests mediation in good faith.

5. General Guidelines for Behavior Surrounding a Complaint

If any person affiliated with Via Brooklyn is accused of behavior that arises to a level beyond mere harassment and that, in the judgment of Via Brooklyn, places in doubt the safety of participants or patrons, then the accused will be immediately and without investigation removed from all Via Brooklyn activities until such time, if ever, as Via Brooklyn is satisfied that the accusations are and were unfounded. Should the accused appear at any Via Brooklyn activities or events following this removal, they will be considered to be a trespasser and Via Brooklyn will not hesitate to have the accused removed from the premises. This revocation of privileges will not be influenced by the failure of authorities to investigate or charge the accused with a crime. The reinstatement of the accused to any Via Brooklyn activity or event will be at the sole discretion of Via Brooklyn.

We recognize that public callouts may sometimes be a necessary last resort to maintain community safety when official channels have failed or otherwise proven untrustworthy. However, we strongly advise against speaking publicly (including on social media) about any ongoing investigations, for the following reasons:

- Any factual imprecision in a public forum can leave you personally, or Via Brooklyn, open to civil liability.
- Public statements (including “vague posts” and “subtweets”) can encourage third parties – with no knowledge, incomplete knowledge, or incorrect knowledge of the situation – to comment as well, which can spread disinformation, create bad will, and make it even harder for satisfactory resolutions to be reached.
- Making hostile, misleading or inaccurate statements about a fellow participant in public (including “vague posts” and “subtweets”) – even one with whom you have a legitimate grievance – may itself be prohibited behavior, depending on the circumstances.

It is the responsibility of all participants to be honest and thorough to the best of their knowledge when participating with the Resolution Process(es), and to speak and act in good faith. If you have knowledge which you are unwilling to share out of respect for someone else’s wishes or privacy, it is preferable to mention that in your correspondence rather than omitting the information entirely.

No penalties or retaliation of any kind will be permitted against anyone who makes a report or complaint in good faith. Any attempt to do so is itself a prohibited behavior. However, knowingly and maliciously making false claims against another participant may be grounds for disciplinary action.

Penalties or restrictions may be imposed on a participant who is found to have behaved in a prohibited manner. And of course, participants may set any reasonable boundary that they wish with any other participant for any reason. But beyond those two conditions, a participant who is accused of, or found to have committed, prohibited behavior is entitled to the same basic treatment as any other participant, with the exception of any consequences imposed as above. Aside from expressing feelings in appropriate ways, no one should take it upon themselves to “punish” anyone else outside of the proper resolution process(es).

6. Code of Ethics

All hires must sign and abide by our Code of Ethics to work with the company, whose purview extends beyond only the harassment procedures, but may include aspects involved here. A similar reporting procedure may exist for Code of Ethics violations, as partially outlined below under section 6A.