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**ANTI-HARASSMENT AGREEMENT**

[COMPANY NAME] is committed to a work environment in which all individuals are treated with respect and dignity. Each individual has the right to work in a professional atmosphere that promotes equal employment opportunities and prohibits unlawful discriminatory practices, including harassment. Therefore, [COMPANY NAME] expects that all relationships among persons in the office will be business-like and free of bias, prejudice and harassment.

[COMPANY NAME] encourages reporting of all perceived incidents of discrimination or harassment. It is the policy of [COMPANY NAME] to promptly and thoroughly investigate such reports. [COMPANY NAME] prohibits retaliation against any individual who reports discrimination or harassment or who participates in an investigation of such reports.

For the purposes of this policy, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature. Sexual harassment may include a range of subtle and not-so-subtle behaviors and may involve individuals of the same or different gender. Depending on the circumstances, these behaviors may include unwanted sexual advances or requests for sexual favors; sexual jokes and innuendo; verbal abuse of a sexual nature; commentary about an individual's body, sexual prowess or sexual deficiencies; leering, whistling or touching; insulting or obscene comments or gestures; display in the workplace of sexually suggestive objects or pictures; and other physical, verbal or visual conduct of a sexual nature.

Harassment on the basis of any other protected characteristic is also strictly prohibited. Under this policy, harassment is verbal, written or physical conduct that denigrates or shows hostility or aversion toward an individual because of his/her race, color, religion, gender, sexual orientation, national origin, age, disability, marital status, citizenship, genetic information, or any other characteristic protected by law or that of his/her relatives, friends or associates, and that; a) has the purpose or effect of creating an intimidating, hostile or offensive work environment; b) has the purpose or effect of unreasonably interfering with an individual's work performance; or c) otherwise adversely affects an individual's employment opportunities.

This policy applies to all applicants and employees, whether related to conduct engaged in by fellow employees or someone not directly connected to [COMPANY NAME] (e.g., an outside vendor, consultant or customer).

Conduct prohibited by these policies is unacceptable in the workplace and in any work-related setting outside the workplace, such as during business trips, business meetings and business-related social events.

I agree and understand that the violation of any part of this policy may lead [COMPANY NAME] to take disciplinary action against me, up to and including the termination of my employment.

Print Name Date

Employee Signature Witness Signature