



## **CODE OF CONDUCT & ANTI-HARASSMENT POLICY**

### **COMMITMENT**

Greater Chattanooga REALTORS® is committed to providing a productive and welcoming environment that is free from discrimination and harassment. Members are expected to act with courtesy and mutual respect toward each other, staff, service providers, speakers, and event participants.

This policy applies to all Greater Chattanooga REALTORS®-related meetings or events, whether held in public or private facilities, including meetings or events sponsored by organizations other than Greater Chattanooga REALTORS® and held in conjunction with Greater Chattanooga REALTORS® meetings or events, and any Greater Chattanooga REALTORS® member communications related to Greater Chattanooga REALTORS® business or with Greater Chattanooga REALTORS® staff.

### **HARASSMENT**

Harassment in any form is strictly prohibited. Harassment includes inappropriate conduct, comment, display, action, or gesture based on another person's sex, color, race, religion, national origin, age, disability, sexual orientation, gender identity, and any other protected characteristic.

Examples of harassment include, but are not limited to: epithets, slurs or negative stereotyping; threatening, intimidating or hostile language or acts; denigrating jokes; the display or circulation of written or graphic material that denigrates or shows hostility toward an individual or group based on a protected characteristic; and unreasonably interfering with an individual's work performance by creating a hostile, intimidating, or offensive work environment

### **SEXUAL HARASSMENT**

Sexual harassment is one form of harassment. Sexual harassment may involve individuals of the same or different gender. Like all harassment, sexual harassment is strictly prohibited. Sexual harassment can be:

- Verbal: Sexual innuendoes, suggestive comments, jokes of a sexual nature, sexual propositions, or threats.
- Non-Verbal: Sexually suggestive objects or pictures, graphic commentaries, suggestive or insulting sounds, leering, whistling, or obscene gestures.

- Physical: Unwanted physical contact, including touching, pinching, coerced sexual intercourse, or assault.

## **REPORTING**

Any member who believes they experienced or witnessed harassment or other inappropriate behavior in violation of this policy should promptly report the incident to one of the following: CEO, Human Resources Consultant, Association General Counsel, or President.

## **INVESTIGATION & DISCIPLINE**

Upon receipt of a member's report of possible harassment or inappropriate behavior in violation of this Policy, Greater Chattanooga REALTORS® will promptly conduct an investigation at the direction of Greater Chattanooga REALTORS®'s General Counsel. During the investigation, Greater Chattanooga REALTORS® will involve only those deemed necessary to the investigation, and disclosures will only be made on an as-needed basis. If it is determined that the investigation substantiates that a violation of this policy has occurred, Greater Chattanooga REALTORS®'s President, President-Elect, and Secretary-Treasurer, in consultation with Greater Chattanooga REALTORS®'s General Counsel, will determine any disciplinary action. If one or more of the foregoing officers are named in the complaint of harassment or inappropriate behavior, Greater Chattanooga REALTORS®'s General Counsel will identify a substitute to be selected from the Executive Committee.

Greater Chattanooga REALTORS® reserves the right to take any necessary and appropriate action against a member who engages in any form of harassment or inappropriate behavior in violation of this Policy. Such actions may include, but are not limited to, prohibition from attendance at future Greater Chattanooga REALTORS® meetings or events, removal from a committee appointment or Board of Directors, expulsion from membership, or any other action deemed appropriate by Greater Chattanooga REALTORS®.