

Non-Discrimination Policy

The San Lorenzo Village Homes Association is committed to an environment in which all individuals are treated with respect and dignity. Each individual has the right to live and work in a professional atmosphere that promotes equal employment opportunities and prohibits unlawful discrimination practices, including harassment. It prohibits discrimination of any type on the basis of race, color, religion, sex, sexual orientation, gender, gender identity or expression, pregnancy, age, disability, veteran status, marital status, citizenship, national origin, genetic information, or any other characteristic protected by law.

Equal Employment Opportunity

The San Lorenzo Village Homes Association is an equal opportunity employer. In accordance with anti-discrimination law it prohibits discrimination and harassment of any type and affords equal employment opportunities to employees, applicants, members and volunteers without regard to race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, age, national origin, disability status, genetic information, protected veteran status, or any other characteristic protected by law. The Association conforms to the spirit as well as the letter of all applicable laws and regulations.

The policy of equal employment opportunity (EEO) applies to all aspects of the relationship between the Association and its employees, members, volunteers, applicants, clients and any affiliates.

Sexual Harassment

Sexual harassment constitutes discrimination and is illegal under federal, state and local laws. For the purposes of this policy, "sexual harassment" is defined, as in the Equal Employment Opportunity Commission Guidelines, as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature.

Title VII of the Civil Rights Act of 1964 recognizes two types of sexual harassment: a) quid pro quo and b) hostile work environment. Sexual harassment may include a range of subtle and not-so-subtle behaviors and may involve individuals of the same or different gender.

Harassment

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 or her race, color, religion, sex, sexual orientation, gender identity or expression, national

origin, age, disability, marital status, citizenship, genetic information, or any other characteristic protected by law.

These policies apply to all applicants, employees, members, and volunteers whether related to conduct engaged in by fellow employees or by someone not directly connected to the Association (e.g., an outside vendor, consultant or client). The Association is committed to providing a space free from unlawful harassment, discrimination, and retaliation.

Conduct prohibited by these policies is unacceptable in the workplace and within the Association.

Reporting an Incident of Harassment, Discrimination or Retaliation

The Association encourages reporting of all perceived incidents of discrimination, harassment or retaliation promptly to the Administrator or, if unable, to the San Lorenzo Village Homes Association President so that rapid and constructive action can be taken to address the matter. While no fixed reporting period has been established, early reporting and intervention has proven to be the most effective method of resolving actual or perceived incidents of harassment. The Association will maintain confidentiality where possible throughout the investigatory process to the extent consistent with adequate investigation and appropriate corrective action.

Any reported allegations of harassment, discrimination or retaliation will be investigated promptly. The investigation may include individual interviews with the parties involved and, where necessary, with individuals who may have observed the alleged conduct or may have other relevant knowledge.

Retaliation against an individual for reporting harassment or discrimination or for participating in an investigation of a claim of harassment or discrimination is a serious violation of this policy and, like harassment or discrimination itself, will be subject to disciplinary action. Acts of retaliation should be reported immediately and will be promptly investigated and addressed.

Adopted June 17, 2021