



THE INTERNATIONAL SOCIETY FOR PSYCHOLOGICAL
AND SOCIAL APPROACHES TO PSYCHOSIS
UNITED STATES CHAPTER

September 10, 2013

Harassment

ISPS-US strictly prohibits discrimination of any kind on the basis of one's race, religion, gender, sexual orientation, disability or socio-economic status, or any other protected characteristic. Set forth below are the guidelines we expect everyone to follow:

1. Treat each employee, contractor, member, officer, volunteer and event attendee with respect and consideration.
2. ISPS-US encourages anyone who believes he or she is the victim of harassment by an ISPS-US employee, contractor, member, officer, volunteer or event attendee to notify at once any officer or other member of the Executive Council.
3. If you do not receive a satisfactory response or you feel uncomfortable, for whatever reason, discussing the problem with him or her, we encourage you to speak to another member of the Executive Council. You may also join the monthly conference call to bring up the issue, having asked the President that it be added to the agenda.
4. We will investigate the matter promptly and thoroughly to achieve a fair result. The member of the Executive Council must immediately bring the issue to the attention of the entire Executive Council, either by email or on the monthly conference call.
5. The President will make a detailed record of each complaint. Each complaint will be kept confidential to the extent feasible, unless the person making the complaint agrees that it may be discussed with others.
6. Any employee, contractor, member, officer, volunteer or event attendee who is found to have harassed any employee, contractor, member, officer, volunteer or event attendee or to have interfered in any way with that person's right to work in an environment free from discrimination, may be subject to immediate discipline, including dismissal or expulsion from ISPS-US.

Sexual Harassment Policy

It is ISPS-US's policy to maintain a work place and organization free of sexual harassment from any source. Sexual harassment, whether committed by employees, contractors, members, officers, volunteers or event attendees, is strictly prohibited.

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- a. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, contract or membership;
- b. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions (training, promotion, job assignments, transfer, etc.) affecting that individual or another individual who has been denied an opportunity because of that individual's submission to such conduct; or
- c. Such conduct has the purpose or effect of substantially interfering with work performance or creates an intimidating, hostile, or offensive work atmosphere.

Sexual harassment does not refer to behavior or occasional compliments of a socially acceptable nature. It refers to sex-based behavior that is unwelcome, is personally offensive, fails to respect the rights of others, lowers morale, or interferes with work performance. Sexual harassment may take different forms, including, but not limited to:

Verbal: A demand for sexual favors, sexual innuendos, suggestive comments, jokes of a sexual nature, sexual propositions, or threats. This may be spoken or written, such as e-mail, texting, notes, etc.

Non-Verbal: Dissemination of sexually suggestive objects or pictures, graphic commentaries, suggestive or insulting sounds, obscene gestures, leering, or whistling.

Physical: Unwanted physical contact, touching, pinching, brushing the body, assault, or sexual activity.

Any employee, contractor, member, officer, volunteer or event attendee who believes he/she has been subject to or has witnessed sexual harassment is strongly urged to immediately notify any officer or other member of the Executive Council. The member of the Executive Council must immediately bring the issue to the attention of the entire Executive Council either by email or on the monthly conference call. The Executive Council will immediately investigate the complaint. Such investigation will, to the maximum extent feasible, remain confidential.

Should the investigation reveal that sexual harassment has occurred, the Executive Council will take immediate steps to prevent the reoccurrence of such conduct. Any employee or contractor found to have engaged in sexual harassment shall face discipline up to and including termination from employment or of contract. An officer shall face discipline up to and including removal from office and expulsion from ISPS-US. A volunteer, member or event attendee shall face discipline up to and including expulsion from ISPS-US. No one will suffer retaliation or intimidation for raising a complaint or for participating in the investigation of a complaint.

Anti-Retaliation

Any adverse action against an ISPS-US employee, contractor, member, officer, volunteer or event attendee because he or she has lodged a bona fide harassment or discrimination complaint or participated in the organization's investigation of a complaint is strictly prohibited. Retaliatory conduct will itself give rise to appropriate disciplinary action up to and including termination of employment or contract, or expulsion from ISPS-US.

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