

# **Lakeview Crime Prevent District**

## **Sexual Harassment Internal Procedure**

The Lakeview Crime Prevention District (“LCPD”) considers as inappropriate any unwelcome sexual advances, requests for sexual favors, and other verbal, physical, or inappropriate conduct of a sexual nature. These actions constitute sexual harassment when the conduct explicitly or implicitly affects an individual’s holding of a position as a Commissioner of the LCPD, unreasonably interferes with a Commissioner’s performance, or creates an intimidating, hostile, or offensive work environment for the Commissioner. The LCPD shall not tolerate any such actions.

A Commissioner of the LCPD who believes that he or she has been the subject of sexual harassment shall make any complaint to the President of the LCPD, who shall immediately refer the complaint to the LCPD’s attorney for investigation. If the complaint is against the President, a Commissioner shall make the complaint to the Vice President, who shall refer the complaint to the LCPD’s attorney for investigation. Both the complainant and the alleged harasser shall be expected to participate in the investigation, which shall remain confidential to the greatest extent possible. Any action taken as a result of the investigation shall be documented.

The LCPD will not tolerate and it is strictly prohibited for any Commissioner of the LCPD or the LCPD Board of Commissioners to retaliate against the individual filing the complaint or testifying or participating in any way in an investigation or other proceeding involving a complaint of sexual harassment.

Disciplinary action may include removal from the Board of Commissioners.

Both federal and state law prohibit sexual harassment in the workplace. Notwithstanding the outcome of any investigation or disciplinary action, if any, the complaining person maintains the right to pursue a claim under state or federal law.