



## **EAST SAN GABRIEL VALLEY REGIONAL OCCUPATIONAL PROGRAM AND TECHNICAL CENTER**

1501 West Del Norte Street, West Covina, CA 91790 •(626) 962-5080 •Fax (626) 472-5125

### **SEXUAL HARASSMENT POLICY**

The East San Gabriel Valley Regional Occupational Program and Technical Center is committed to maintaining a working and learning environment that is free of sexual harassment. Sexual harassment of or by employees or students, or persons doing business for the District, is a form of sex discrimination in that it constitutes differential treatment on the basis of sex, sexual orientation or gender, and, for that reason, it is a violation of State and Federal laws and a violation of this policy.

The District considers sexual harassment to be a major offense which can result in disciplinary action to the offending employee, or the suspension or expulsion of the offending student.

Any employee or student of the District who believes that she or he has been a victim of sexual harassment shall bring the problem to the attention of his or her Supervisor/and or Instructor or the Personnel Office, so that appropriate action may be taken to resolve the problem. The District prohibits retaliatory behavior against anyone who files a sexual harassment complaint or any participant in the complaint investigation process. Complaints will be promptly investigated in a way that respects the privacy of the parties concerned.

California Education Code Section 212.5 defines sexual harassment as any unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or education setting, under any of the following conditions:

- Submission to the conduct is explicitly or implicitly made as a term or condition of an individual's employment, academic status, or progress.
- Submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions affecting the individual.
- The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment.
- Submission to, or rejection of, the conduct by the individual, is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

Sexual harassment may include, but is not limited to:

- Unwelcome verbal conduct, such as: suggestive, derogatory or vulgar comments; sexual innuendos; slurs or unwanted sexual advances; invitations or comments; pestering for dates; making threats; and/or spreading rumors about or rating others as to sexual activity or performance.
- Unwelcome visual conduct, such as: displays of sexually aggressive objects, pictures, posters, written materials, cartoons or drawings; graffiti of a sexual nature; and/or use of obscene gestures or leering.
- Unwelcome physical conduct, such as: unwanted touching, pinching, kissing, patting, hugging, blocking of normal movement or assault; and/or interference with work or study directed at an individual because of the individual's sex, sexual orientation, or gender.
- Threats and demands or pressure to submit to sexual requests, in order to keep a job or academic standing, or to avoid other loss; and/or offers of benefits in return for sexual favors.

To obtain specific rules and procedures for reporting charges and sexual harassment, and for pursuing available remedies for issues or complaints involving employees or students, contact:

**Personnel Office 1501 West Del Norte Street West Covina, CA 91790 (626) 472-5131**