



*Honor - Integrity - Excellence*

## **GSAC's Sexual Harassment Policy Guidelines**

The Greater San Antonio Chapter (GSAC) is committed to providing a workplace that is free from sexual harassment. Sexual harassment in the workplace is against the law and will not be tolerated. When the GSAC determines that an allegation of sexual harassment is credible, it will take prompt and appropriate corrective action.

### **What Is Sexual Harassment?**

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

- 1) An assignment decision affecting that individual is made because the individual submitted to or rejected the unwelcome conduct; or
- 2) The unwelcome conduct unreasonably interferes with an individual's game performance or creates an intimidating, hostile, or abusive game environment.

Certain behaviors, such as conditioning selections, games, training, playoff games or other job benefits upon acceptance of unwelcome actions of a sexual nature, are always wrong.

Unwelcome actions such as the following are inappropriate and, depending on the circumstances, may in and of themselves meet the definition of sexual harassment or contribute to a hostile game/work environment:

1. Sexual pranks, or repeated sexual teasing, jokes, or innuendo, in person or via e-mail (or text);
2. Verbal abuse of a sexual nature;
3. Touching or grabbing of a sexual nature;
4. Changing clothes or disrobing with members of the opposite sex;
5. Repeatedly standing too close to or brushing up against a person;
6. Repeatedly asking a person to socialize during non-game hours when the person has said no or has indicated he or she is not interested (referees in particular should be careful not to pressure their partners to socialize);
7. Giving gifts or leaving objects that are sexually suggestive;
8. Repeatedly making sexually suggestive gestures;

9. Making or posting sexually demeaning or offensive pictures, cartoons or other materials in any social media referring to officials;
10. Off-duty, unwelcome conduct of a sexual nature that affects the game/work environment.

A victim of sexual harassment can be a man or a woman. The victim can be of the same sex as the harasser. The harasser can be an officer of GSAC, Assignment Directors, co-officials, other GSAC employees, or a non-employee who has a business relationship with the GSAC.

### **The GSAC's Responsibilities Under This Policy**

If the GSAC receives an allegation of sexual harassment, or has reason to believe sexual harassment is occurring, it will take the necessary steps to ensure that the matter is promptly investigated and addressed by the Ethics Committee. If the allegation is determined to be credible, the GSAC Executive Committee will take immediate and effective measures to end the unwelcome behavior. The GSAC Ethics Committee is committed to act if it learns of possible sexual harassment, even if the individual does not wish to file a formal complaint.

The GSAC Ethics Committee is the main contact point for questions or concerns about sexual harassment. It has responsibility for investigating or overseeing investigations of alleged sexual harassment. It is committed to ensuring that all investigations of sexual harassment are conducted in a prompt, thorough, and impartial manner.

Executive Committee members, Assignment Directors and other officials who observe, are informed of, or reasonably suspect incidents of possible sexual harassment must immediately report such incidents to the Ethics Committee, which will either initiate or oversee a prompt investigation. Failure to report such incidents to the Ethics Committee will be considered a violation of this policy and may result in disciplinary action. The Ethics Committee will provide guidance as needed on investigating and handling the potential harassment. Once a violation has been investigated and found to be credible, the Ethics Committee shall report said violation (possibly with a recommendation) and the Executive Committee should take effective measures to ensure no further apparent or alleged harassment occurs pending completion of an investigation.

The Ethics Committee and the Executive Committee will seek to protect the identities of the alleged victim and harasser, except as reasonably necessary (for example, to complete an investigation successfully). The Executive Committee will also take the necessary steps to protect from retaliation those officials who in good faith report incidents of potential sexual harassment. It is a violation of both federal law and this policy to retaliate against someone who has reported possible sexual harassment. Violators may be subject to discipline.

Officials who have been found by the Ethics Committee to have subjected another official to unwelcome conduct of a sexual nature, whether such behavior meets the legal definition of sexual harassment or not, will be subject to discipline or other appropriate management action. Discipline will be appropriate to the circumstances, ranging from a letter of reprimand through suspensions and/or probation or expulsion from the chapter. A verbal or written admonishment, while not considered formal discipline, may also be considered.

### **Officials' Rights and Responsibilities Under This Policy**

Any official who believes he or she has been the target of sexual harassment is encouraged to inform the offending person orally or in writing that such conduct is unwelcome and offensive and must stop.

If the official does not wish to communicate directly with the offending person, or if such communication has been ineffective, the official has multiple avenues for reporting allegations of sexual harassment and/or pursuing resolution.

Officials are encouraged to report the unwelcome conduct as soon as possible to the GSAC Ethics Committee.

In addition to reporting sexual harassment concerns to the GSAC Ethics Committee, officials who believe they have been subjected to sexual harassment may elect to pursue resolution in several ways, including, but not limited to:

1. **Mediation:** Mediation is an informal way to resolve certain problems using a trained mediator who facilitates communication between the parties to the dispute. If an official chooses to attempt resolution through mediation, the Ethics Committee is obligated by GSAC policy to send a representative to the table. If a resolution is not reached, the parties may continue to pursue their rights in any other appropriate forum. Officials may ask for the assistance of a mediator by contacting the Ethics Committee.

All members of GSAC, including but not limited to the Executive Committee, Assignment Directors, and officials, are required to comply with this policy. Officials are also expected to behave professionally and to exercise good judgment in game-related relationships, whether with fellow officials, coaches, or members of the public with whom they come into contact in the course of official duties. Further, all officials are expected to take appropriate measures to prevent sexual harassment. Unwelcome behavior of a sexual nature should be stopped before it becomes severe or pervasive and rises to a violation of law.