

## **Pleasantville Community Garden at St. John's – Policy Against Sexual Harassment**

Anyone who volunteers for The Pleasantville Community Garden ("PCG"), and who sexually harasses another volunteer, does so in violation of the policy of PCG and is subject to removal and termination.

### Procedures for dealing with allegations of Sexual Harassment

If anyone believes that a volunteer of PCG is guilty of sexual harassment, the Board of Directors of the PCG urges that person to report the problem to the Chairman of the Board. Persons who wish to complain about sexual harassment by a volunteer with whom they work may also report the problem to any member of the Board.

Whenever a possible incident of sexual harassment is brought to the attention of the Board, regardless of how that occurs, the Board will investigate what happened and take appropriate action to remedy the situation if it is warranted. The Board will conduct any such investigation promptly. Complaints will be handled on a "need to know" basis; to the extent possible, only those persons conducting the inquiry will know the identities of the charging party and the accused. However, once a Board member learns of a possible incidence of sexual harassment involving a volunteer, the Board must investigate the report and cannot honor a Complainant's request that the investigation be dropped.

If the investigation reveals that the complaint has merit, the incident shall be reported to the local law enforcement agency and the volunteer will be removed pending the outcome of the investigation by said agency.

No person who reports an incidence of sexual harassment by a volunteer will be subject to any sort of retaliation by the person accused or by anyone else. Any retaliation against a complaining party by a volunteer will be grounds for immediate removal of that volunteer.

PCG also recognizes that false accusations of sexual harassment can have serious effects on innocent

individuals. The Board trusts that all volunteers will act responsibly to establish and maintain a pleasant working environment, free of discrimination.