

**Clinton County Soil and Water Conservation District
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“Conserving & Protecting Our Valuable Resources”

Policy on Sexual Harassment

Sexual harassment is herein defined as unwelcomed sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature. It can take the form of innuendoes, attempts at personal intimate contact, jokes, gestures, direct propositions, threats of physical harm, and the like. Conduct is deemed to be sexual harassment when the recipient perceives such behavior as unwelcome. It is irrelevant that the harasser had no intent to sexually harass the person.

No employee of the Clinton County Soil & Water Conservation District is expected to be a subject to such misconduct on the part of others, and as such, sexual harassment is expressly prohibited. Employees or board members found engaging in such practices will be subject to penalties to be decided by non-involved board members based on the merits of each individual case. Vendors, contractors, or farmers found guilty of sexual harassment will be sanctioned from receiving District services for a specified period of time.

Employees with sexual harassment complaints should notify their supervisor, board chairman, or another board member as the situation warrants as soon as possible after the incident. Each complaint will be reviewed by the full board of directors in executive session at either a regular meeting or at a special meeting called for this sole purpose. Employees can raise concerns and make reports without the fear of reprisal or retaliation. Any employee who knowingly retaliates against an employee who has reported workplace harassment or who has assisted with the District’s investigation of the same will be subject to disciplinary action, up to and including termination in accordance with applicable Civil Service Law and District policy.

Copies shall be distributed to all parties.

(Adopted on December 17, 2015, by a unanimous vote of the governing board of the Clinton County Soil and Water Conservation District)