

**SEXUAL HARASSMENT POLICY STATEMENT**

It is the policy of the District Government to provide a work environment free from sexual harassment. Sexual harassment of a ny employee, in any form, violates the law, has debilitating impact on employee morale and productivity, and will not be tolerated by the District Government. Employees who report sexual harassment or participate in a sexual harassment complaint will not be subjected to retaliation in any way. Accordingly, the District Government has a policy of no tolerance for sexual harassment in the workplace.

**Scope**

This policy governs the conduct of the Department's employee and third parties doing business with or carrying out the goals and objectives of the District Government (e.g., vendors, employees of D.C. agencies, and other persons visiting or working on District Government worksites).

**Definition of Sexual Harassment**

Sexual harassment is defined as unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature when any of the following criteria is present:

1. Submission to such contact is made either explicitly or implicitly a term or condition of an individual's employment;
2. Submission to or rejection of such conduct by an individual is used as a basis of employment decision affecting the individual; or
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating or hostile or offensive work environment.

The following are examples of conduct that may create an intimidating, hostile, or offensive work environment:

- Sexually oriented or sexually degrading language describing an individual or their body, clothing, hair, accessories, or sexual experiences;
- Sexually offensive comments or off-color language, jokes, or innuendo that a reasonable person would consider to be of a sexual nature, or belittling or demeaning to an individual or group's sexuality or gender;
- The display or dissemination of sexually suggestive objects, books, magazines, photographs, music, cartoons, or computer internet sites or references;
- Unnecessary and inappropriate touching or physical contact, such as brushing against a colleagues' body, touching, or brushing a colleague's hair or clothing, massages, groping, patting, pinching, and hugging that a reasonable person would consider to be of a sexual nature.

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**I hereby acknowledge receipt of the policy statement above.**

**Applicant Signature**

**Date**