

## **Policy Against Discrimination and Harassment for Members and Event Attendees**

The open exchange of ideas and the freedom of thought and expression are central to the Propeller Club, Port of Washington D.C.'s (Propeller Club) aims and goals. These require an environment that fosters dignity, understanding, and mutual respect, and that embraces diversity. For these reasons, the Propeller Club requires all members and all other event and meeting attendees to abide by this Policy Against Discrimination and Harassment at all Propeller Club sponsored events and activities.

This Policy also applies to communications sent through official communication channels for any such activity or event, including social media.

This Policy applies only to conduct in which the complaining party is a Member of the Propeller Club, Port of Washington, DC and/or a Propeller Club Port of Washington, DC event attendee and the subject of the complaint is a Member and/or Event Attendee.

### **A. Discriminatory Harassment**

#### **1. In General**

The Propeller Club prohibits discrimination and conduct that constitutes or could lead or contribute to harassment because of an individual's race or color, religion or creed, alienage or citizenship status, national origin, age, sex (including pregnancy, childbirth, and pregnancy-related medical conditions), sexual orientation, gender, gender identity or expression, disability, marital or domestic partnership status, military or veteran status, or any other characteristic protected by law in the city or state in which the conduct at issue occurs. The Propeller Club also prohibits other harassment – including bullying – rising to the level of persistent, malicious, and severe mistreatment by conduct or threats, intimidation, or abuse that has the effect of (i) substantially interfering with a Member or Event Attendee's participation in Propeller Club - related activities or (ii) that would reasonably cause a Member or Event Attendee to fear for his or her physical safety.

Examples of prohibited discriminatory harassment include, but are not limited to:

- use of ethnic slurs or derogatory terms relating to an individual's gender or sexual orientation;
- distribution of racially or sexually offensive e-mail or other electronic communications; and/or
- threatening, intimidating, or hostile acts directed at a particular sex or religious group or directed at an individual because of his or her sexual orientation, race or ethnicity.

Harassment does not require intent to offend. Thus, inappropriate conduct or language meant as a joke, a prank, or even a compliment can lead to, contribute to or constitute harassment.

## 2. Sexual Harassment

Sexual harassment is a specific type of discriminatory harassment. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature can constitute sexual harassment.

The Propeller Club prohibits conduct that constitutes or could lead or contribute to sexual harassment. Examples of such conduct include, but are not limited to:

- unwelcome sexual flirtations, advances or propositions;
- inappropriate touching of an individual's body including patting, pinching, and repeated brushing against another's body;
- graphic verbal comments or jokes about an individual's body or appearance;
- sexually degrading words used to describe an individual; and/or
- the offensive display of sexual objects, pictures or writings.

### B. Complaint Procedures and Remedial Actions

If the Member or Event Attendee believes he/she has been subjected to any conduct of the type prohibited by this Policy by another Member or Event Attendee, they are urged to report, in writing, the relevant facts promptly to the President or Vice President of the Propeller Club Port of Washington, DC. Prompt reporting is very important so that the Propeller Club can take action to stop the conduct before it is repeated. All reports will be followed up on promptly, with further investigation conducted where needed to confirm facts or resolve disputed facts. In conducting its investigations, the Propeller Club will strive to keep the identity of individuals making reports as confidential as possible.

In an event a report is received, the President or Vice President will undertake an initial review of the facts presented and direct appropriate follow-up of complaints made under this Policy. Following such review, the President or Vice President will make a recommendation to the board on how to resolve any complaint made under this Policy. After receiving this recommendation, the Propeller Club Board will make a final, binding decision regarding whether this Policy has been violated and the consequences of any such violation.

Individuals who violate this Policy will be subject to remedial action, including without limitation suspension and termination of their membership in the Propeller Club and exclusion from participating in future Propeller Club sponsored activities. Appropriate remedial action will also be taken with respect to an individual who knowingly makes a false allegation concerning an alleged violation of this Policy or makes a complaint under this Policy in bad faith.

### C. No Retaliation

Threats or acts of retaliation against individuals who report inappropriate conduct pursuant to this Policy or provide information in connection with a report by another individual will not be tolerated. In the event you believe that you have been retaliated against for such action, you should use the above procedures to report the pertinent facts promptly. The Propeller Club will investigate and take appropriate action in the manner described above.