

Gatlinburg Sportsman's Club Harassment/ Discrimination Policy Adopted March, 2009

The Gatlinburg Sportsman's Club intends to maintain an environment in which its members may carry out their duties that is free of threatening, intimidating, or harassing conduct, including sexual harassment. Any member who harasses or discriminates against another member because of race, color, gender, national origin, disability, veteran status, sexual orientation or other reasons will be subject to disciplinary action up to and including termination of membership. Gatlinburg Sportsman's Club does not condone sexual harassment or discrimination against any member by another member, Board Member, or guest.

It is the responsibility of each member of the Board of Director's (the Board) to create and maintain an atmosphere free of sexual harassment or discriminatory conduct. It is also the Board's responsibility to promptly notify the entire Board if they are aware of any incidents involving sexual harassment or discriminatory conduct. The Board will investigate the complaint and will take the appropriate corrective measures, which may include disciplinary action.

Under law, sexual harassment is included as a form of sexual discrimination. The basic definition of sexual harassment includes; unwelcome sexual advances, request for sexual favors, or other verbal or physical conduct of a sexual nature, when:

- Submission to such conduct is made so as to constitute a term or condition of an individual's being able to carry out his or her duties.
- Submission to or rejection of such conduct is used as the basis for any decision that may affect the individual's ability to carry out his or her duties or his or her status as a member.
- The harassment has the purpose or effect of unreasonable interfering with the member's duties or creating an environment, which is intimidating, hostile, or offensive to the member.
- Your conduct or interaction with someone else is sexual in nature and it causes another individual in the vicinity to feel uncomfortable, threatened, or intimidated

Any member who believes they have experienced a possible sexual harassment situation is encouraged to make it clear to the other party, either verbally or in writing that the behavior is unwelcome and/or objectionable.

Complaint Procedure:

Member Duties:

Complaints of sexual harassment or discrimination should be brought to the attention of any Board Member.

The Board Member that is notified will:

Complete the sexual harassment complaint form. He/She will then bring it to the attention of the entire board in a timely manner. The Board Member notified will take immediate action, if deemed necessary.

Board Duties:

After notification of a member/guest's complaint, a confidential investigation will immediately be initiated to gather all facts about the complaint. The initial investigation will be carried out by the President or His/Her appointee(s).

After the initial investigation has been completed, and it has been decided that the complaint is valid, the complaint will be referred to the Entire Board.

The Board of Directors will review all reports, findings and will determine the validity of the complaint. If required they will decide on the disciplinary action and the basis for such action.

The President will be responsible for notifying parties of the Board's decision and completing the Harassment/Discrimination Form

**Gatlinburg Sportsman's Club
Anti-Harassment/Discrimination Policy
Complaint Form**

Date/Time of Incident: _____

Date/Time Reported: _____

Location:

During Club Business: Y/N _____

Reported to: _____

Status: Board Member, member _____

Complainant:

Type of Harassment/Discrimination:

Witness: Name and info:

1) _____

Witness: Name & Info:

(2) _____

Full Description of Incident(s):

Details:
