

Policy #8.3

POLICY TITLE:	DISCRIMINATION AND HARASSMENT FREE WORKPLACE	POLICY #8.3	REVIEW DATES	
Topic Area:	HUMAN RESOURCES	ISSUED BY: Human Resources APPROVED BY: Chief Executive Officer	3/20/14	5/1/15
Applies to:	LRE Staff		8/20/15	9/12/16
Developed and Maintained by:	Human Resources		11/13/17	9/10/18
			6/1/25	
Supersedes:	N/A	Effective Date: April 1, 2014	Revised Date: 6/1/25	

I. PURPOSE

- A. To clearly define the Lakeshore Regional Entity's (LRE) position and expectations of staff regarding discrimination and harassment
- B. To ensure a workplace environment that is respectful and free from discrimination and/or harassment.

II. POLICY

- A. Lakeshore Regional Entity (LRE) fully supports and complies with all applicable laws designed to protect and uphold the rights of individuals to seek, obtain, and maintain employment without being subjected to harassment or discrimination in the workplace.
- B. The LRE prohibits retaliation against any individual who reports discrimination or harassment or participates in an investigation of such reports. It is the policy of the LRE to conduct a thorough and confidential investigation into such reported matters. Substantiated allegations of discrimination or harassment will result in appropriate remedial action, which may include disciplinary measures against the perpetrator(s), up to and including termination of employment or association with LRE

III. APPLICABILITY AND RESPONSIBILITY

All employees, and if applicable volunteers, interns and students.

IV. MONITORING AND REVIEW

- A. Lakeshore Regional Entity expects all employees to conduct themselves with dignity and respect for consumers, employees and others. It is each individual's responsibility to behave in a civil manner and to make responsible choices about the manner in which they conduct themselves.
- B. Harassment of any kind, including sexual or racial harassment, is not acceptable at Lakeshore Regional Entity. Lakeshore Regional Entity does not condone or allow

harassment of others, whether engaged in by consumers, employees, vendors, or by others doing business with Lakeshore Regional Entity.

- C. Harassment is the creation of a hostile or intimidating environment in which verbal or physical conduct, because of its severity or persistence, is likely to significantly interfere with an individual's work environment.

V. DEFINITIONS

- A. **Sexual Harassment** – Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual or sex-based nature when:

1. Submission to such conduct is made either implicitly or explicitly, a term or condition of continued employment or association with Lakeshore Regional Entity; or,
2. Submission to or rejection of such conduct is used as a basis in employment decisions affecting any person; or,
3. Such conduct has the purpose or effect of substantially interfering with a person's working conditions, or creates an intimidating, hostile, or offensive work environment.

- B. **Racial and Other Types of Harassment** – Racial or other types of harassment may be based upon a personal characteristic that are protected by law (e.g., religion, veteran status, race, disability, etc.), or may be based on other reasons not specifically covered by law. In any event, harassment of any type is not acceptable at LRE. Such behavior could involve any of the following:

1. The use of physical force or violence to restrict the freedom of action or movement of another person or to endanger the health or safety of another person.
2. Physical or verbal conduct, intentional or otherwise, that has the purpose or effect of interfering with an individual's personal safety or employment.
3. Conduct that has the effect of unreasonably interfering with an individual's work performance or of creating an intimidating, hostile, or offensive working environment.

VI. REFERENCES AND SUPPORTING DOCUMENTS

- Michigan's Elliott-Larsen Civil Rights Act (ELCRA), MCL 37.2101 et seq.;
- Title VII of the Civil Rights Act of 1964, Title VII, 42 USC 2000e et seq.; T

- the Age Discrimination in Employment Act of 1967 (ADEA), 29 USC 621 et seq.;
- Immigration Reform and Control Act of 1986, 8 USC 1101 et seq.

VII. RELATED POLICIES AND PROCEDURES

- 8.1 Code of Conduct
- 8.2 Equal Employment Opportunity
- 8.3a Discrimination and Harassment Reporting

VIII. CHANGE LOG

Date of Change	Description of Change	Responsible Party
6/1/25	Minor language revisions	Human Resources