Society of Women Engineers (SWE) Policy against Harassment

1. **Policy against Harassment** – SWE has a zero-tolerance policy toward intentional or unintentional discrimination and all forms of unlawful harassment. SWE is committed to enforce this policy at all levels within the SWE. Any person within SWE Membership, when engaged in prohibited discrimination will be subject to discipline up to and including immediate discharge from their position or removal from their leadership position for a first offence and/or termination of his/her membership.

1.1 <u>Sexual harassment</u> may take many forms, including offensive and unwelcome sexual invitations, conduct and or physical contact.

1.2 <u>All types of harassment</u> include and are not limited to sex, age, disability, perceived disability, family choices, personal appearance, sexual orientation, race, color, national origin, experiences, economic situations, occupation, veteran status or any other legally protected characteristic.

1.3 <u>Computer, Text Messaging, and Information Systems should be used appropriately.</u> SWE Membership is particularly cautioned that the use of email, voice mail, text messaging, or any other electronic messaging system, or the Internet, may give rise to liability for harassment. SWE Membership may not generate, welcome, or forward any message or graphic that might be taken offensively based on sex, gender, or other protected characteristics listed in section 1.2.

1.4 <u>Online Communities</u> SWE is not responsible for screening communications in advance and will not actively monitor SWE's Online Communities. For this reason is it essential that the users on the Online Communities, network, website, or other suitable term, determine that a user's participation does not create a liability for SWE or that the user has violated the policies established in this document. SWE reserves the right to expel a community user that violates these policies.