



SECTION 403 - SEXUAL HARASSMENT

403.01 Sexual harassment occurs when unwelcome sexual advances, requests for sexual favors, and other inappropriate verbal or physical conduct or communication of a sexual nature which:

The City of Oklahoma City Personnel Policies

- (a) is made either explicitly or implicitly a term or condition of an individual's employment;
- (b) has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment; or
- (c) is used as a basis for employment decisions.

403.02 Sexually oriented jokes, remarks, gestures or pictures may be deemed offensive to another employee and will not be tolerated.

403.03 Sexual harassment can occur between supervisors and employees, co-workers, and employees and non-employees (e.g., citizens, contract laborers, vendors, etc.). Any employee who engages in such conduct is subject to disciplinary action, including termination. (Refer to PSB containing the *Policy Prohibiting Discrimination and Sexual Harassment*, *Management Bulletin containing the Information Technology Acceptable Use Policy* and Section 1203)