

---

## **IMAGIN NON-DISCRIMINATION AND ANTI-HARASSMENT POLICY**

**Adopted by the IMAGIN Board of Directors April 14, 2023**

### **INTENT**

Improving Michigan's Access to Geographic Information Networks known as IMAGIN ("the Association") believes that respectful, professional conduct furthers the Association's mission, promotes productivity, minimizes disputes, and enhances our reputation. IMAGIN expects every member to show respect for all of our colleagues, contractors, sponsors and vendors. Harassment by Directors, members, contractors, or any third parties is a form of misconduct that destroys and undermines the integrity of the Association. IMAGIN is committed to providing an environment that is free of unlawful discrimination, including harassment that is based on any legally protected status. IMAGIN will not tolerate any form of discrimination or harassment that violates this policy.

### **NON-DISCRIMINATION**

IMAGIN does not discriminate in volunteer opportunities or practices on the basis of race, color, religion, disability, national origin, genetic information, sex (including pregnancy), age, sexual orientation, gender (including gender identity and expression), marital status, protected veterans' status, citizenship status or any other characteristic protected by applicable law.

Members with questions or concerns about any type of discrimination in the Association are encouraged to bring these issues to the attention of the Board of Directors. Members can voice concerns and submit reports without fear of retaliation. Any IMAGIN Director or member found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination of membership.

### **HARASSMENT PROHIBITED**

IMAGIN will provide a safe and pleasant environment where everyone is treated with fairness and respect. It is against IMAGIN's policy for any member to verbally or physically harass or discriminate against another member on the basis of an individual's race, color, religion, national origin, genetic information, sex (including pregnancy), age, sexual orientation, gender (including gender identity and expression), marital status, protected veterans' status, citizenship status or any other characteristic protected by applicable law. Harassment of members in the Association by any third party will not be tolerated either. Any member who violates the IMAGIN policy against harassment will be subject to corrective action, up to and including termination of membership.

The conduct prohibited by this policy, whether verbal, physical, or visual, includes any discriminatory action and any welcome or unwelcome conduct that is inflicted on someone because of that individual's protected status. Among the types of conduct prohibited by this policy are epithets, slurs, jokes, negative stereotyping, intimidating acts, and the circulation or posting of written or graphic materials that show hostility toward individuals because of their protected status. IMAGIN prohibits that conduct in the Association, even if the conduct is not sufficiently severe or pervasive to constitute unlawful harassment.

## SEXUAL HARASSMENT

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct where:

- Submission to such conduct is either an explicit or implicit condition of membership.
- Submission to, or rejection of, such conduct is used as the basis for membership or award decisions affecting the person involved.
- Such conduct has the purpose or effect of creating an intimidating, hostile, or offensive Association environment.

This policy forbids harassment based on gender regardless of whether the offensive conduct is sexual in nature and regardless of whether it rises to the level of a legal violation. Any unwelcome conduct based on gender is also forbidden by this policy regardless of whether the individual engaged in harassment and the individual being harassed are of the same or are of different genders.

Examples of gender-based harassment forbidden by this policy include (1) offensive sex-oriented verbal kidding, teasing or jokes; (2) repeated unwanted sexual flirtations, advances or propositions; (3) verbal abuse of a sexual nature; (4) graphic or degrading comments about an individual's appearance or sexual activity; (5) offensive visual conduct, including leering, making sexual gestures, the display of offensive sexually suggestive objects or pictures, cartoons or posters; (6) unwelcome pressure for sexual activity; (7) offensively suggestive or obscene letters, notes or invitations; or (8) offensive physical contact such as patting, grabbing, pinching, or brushing against another's body.

## REPORTING PROCEDURES

Any member who believes he or she has experienced or witnessed any conduct that is in violation of this policy should report that concern to the Association President or any other Director as soon as possible. These are the individuals authorized by this policy to receive complaints on behalf of the Association. This policy does not require reporting harassment to any individual who is creating the harassment.

Complaints may be made orally or in writing. If a complaint is made orally, the member may be asked for a written statement during the investigation. All complaints, to the extent possible, should include dates, times, location, details of the incident(s), names of the individuals involved and the names of witnesses to the incident(s). All complaints will be forwarded immediately to the Board of Directors. Any Director who is aware of conduct inconsistent with this policy or who receives or learns of a report of conduct inconsistent with this policy should report such conduct immediately to the full Board of Directors.

## RESPONDING TO COMPLAINTS

All reports describing conduct that is inconsistent with this policy will be investigated promptly and thoroughly. Members are required to cooperate in investigations. IMAGIN is committed to maintaining confidentiality to the extent possible. IMAGIN will take all reasonable measures to ensure that the situation is divulged only to those with a need to know. If the Board of Directors believes any illegal activity has transpired, the matter will be referred to the appropriate law enforcement agency.

## CORRECTIVE ACTION

IMAGIN will not tolerate any harassment or discrimination in violation of this policy. If an investigation reveals that a violation of this policy or other inappropriate conduct has occurred, then IMAGIN will take corrective action, including discipline, up to and including termination of membership, as is appropriate under the circumstances. IMAGIN may discipline any member for any inappropriate conduct discovered in investigating reports made under this policy, regardless of whether the conduct amounts to a violation of law. If the person who engaged in conduct in violation of this policy is not an IMAGIN member, then the Association will take whatever corrective action is reasonable and appropriate under the circumstances.

## RETALIATION PROHIBITED

Retaliatory treatment of any member for reporting discrimination, harassment, or other prohibited behavior or for cooperating in a harassment investigation is strictly forbidden. All members who experience or witness any conduct they believe to be retaliatory should immediately report such conduct to the Association President or any other Director.