

COUNTIES OF WARREN & WASHINGTON INDUSTRIAL DEVELOPMENT AGENCY

ANTI-DISCRIMINATION AND ANTI-HARASSMENT POLICY

The Agency will not condone, permit or tolerate any form of discrimination and/or harassment by or against any employee, customer, vendor, independent contractor or other individual with whom our employees come into contact in connection with their employment with the Agency based upon age, race, color, creed, religion, sex, sexual orientation, national origin, disability or other protected class or characteristic established under applicable federal, state or local statute or ordinance.

Sexual harassment is a form of illegal sex discrimination. Sexual harassment refers to behavior that is unwelcome, personally offensive, and which interferes with our work effectiveness. Federal law defines unlawful sexual harassment as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature, whether by male or female, when (1) submission of such conduct is made either explicitly or implicitly a term or condition of an individual's employment, (2) submission to or rejection of such conduct by an individual is used as a basis for employment decisions affecting such individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment.

Individuals who believe they have been subjected to discrimination or harassment as described or have questions about whether certain conduct is unlawful should immediately speak to their supervisor or the Chairman of the Agency. This is particularly important in cases involving sexual harassment where there can be uncertainty about what is unlawful conduct.

Supervisors who receive comments of discrimination or harassment or who are made aware of conduct that may constitute discrimination or harassment must immediately notify the Chairman or appropriate Agency member, in place of the Chairman.

All complaints will be investigated promptly and the existence of a complaint will be disclosed only to the extent necessary to make a prompt and thorough investigation or to take appropriate corrective measures. In all cases, the person who initiated the complaint will be informed of the findings and disposition of the matter at the conclusion of the investigation. Management will ensure that there is no coercion, retaliation, intimidation, discrimination, or harassment directed against any individual who registers a complaint or serves as a witness on behalf of another individual.

Persons who engage in prohibited discrimination or harassment will be subject to appropriate discipline up to and including termination or employment.

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SECTION XVII: GENERAL MUNICIPAL LAW SECTION 858-b
EQUAL EMPLOYMENT OPPORTUNITIES

1. Each agency shall ensure that all employees and applicants for employment are afforded equal employment opportunity without discrimination.

2. Except as is otherwise provided by collective bargaining contracts or agreements, new employment opportunities created as a result of projects of the agency shall be listed with the New York State department of labor community services division and with the administrative entity of the service delivery area created by the Federal Job Training Partnership Act (P.L. 97-300) or its successor program, the Workforce Investment Act of 1998 (P.L. No. 105-220) in which the project is located. Except as is otherwise provided by collective bargaining or agreements, sponsors of projects shall agree, where practicable, to first consider persons eligible to participate in the Federal Job Training Partnership act (P.L. 97-300) or its successor program, the Workforce Investment Act of 1998 (P.L. No. 105-220) who shall be referred by administrative entities of service delivery areas created pursuant to such act or by the community services division of the department of labor for such new employment opportunities.