

Harassment

It is the policy of [XYZ CHURCH](#) that all employees, regardless of sex, must be allowed to work in an environment free from the negative influence of sexual harassment. It is the policy of [XYZ CHURCH](#) that unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a physical nature are strictly prohibited. In addition, [XYZ CHURCH](#) strongly disapproves of offensive racial, religious, age-related or ethnic remarks, jokes or other conduct which may be offensive to other employees.

Any employee who is subjected to such conduct or who observes such conduct must report it immediately. Such report should be made either to the employee's immediate supervisor or if the employee is uncomfortable reporting to that supervisor, to the Pastor or to the chairman of the Personnel Committee.

[XYZ CHURCH](#) will investigate immediately all reports of alleged harassment and take appropriate corrective action, including disciplinary measures when justified, to remedy all violations of this policy.