

ANTI-HARASSMENT POLICY

It is the policy of the Association to maintain a working environment which encourages mutual respect, promotes respectful and congenial relationships between employees and is free from all forms of illegal harassment of any employee or applicant for employment by anyone, including managers, co-workers, vendors, residents, or independent contractors. Illegal harassment in any manner or form is expressly prohibited and will not be tolerated by the Association. Accordingly, Association management is committed to vigorously enforcing this policy against harassment, including but not limited to, sexual harassment, at all levels within the Association.

All reported or suspected occurrences of illegal harassment will be promptly and thoroughly investigated. Where illegal harassment is determined to have occurred, the Association will immediately take appropriate disciplinary action, including written warnings, suspension, transfer and/or termination. Employees also may have personal liability for behavior, which violates state anti-harassment laws.

The Association will not permit or condone any acts of retaliation against anyone who files harassment complaints or cooperates in the investigation of reported or suspected occurrences of harassment. Also, it is unlawful for an employer to retaliate against employees who oppose the practices prohibited by the Fair Employment and Housing Act, or file complaints, or otherwise participate in an investigation, proceeding, or hearing conducted by the Department of Fair Employment and Housing. Similarly, the Association prohibits employees from hindering our own internal investigations and our internal complaint procedure.

1. The term "harassment" includes but is not limited to unwelcome slurs, jokes, verbal, graphic or physical conduct relating to an individual's race, color, religion (including religious dress or grooming practices), sex (including pregnancy, childbirth, breastfeeding or related medical conditions), gender (including sex stereotyping, gender identity, and gender expression), national origin (includes language use and possession of a driver's license issued to persons unable to prove their presence in the United States is authorized under federal law), ancestry, citizenship status, pregnancy, physical or mental disability, age, uniform service member status (military and veteran status), marital status, registered domestic partner status, medical condition, genetic information, or sexual orientation.

2. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature where:



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- a. Submission to such conduct is an explicit or implicit term or condition of employment;
- b. Employment decisions are based on an employee's submission to or rejection of such conduct; or
- c. Such conduct interferes with an individual's work performance or creates an intimidating, hostile or offensive working environment.

Sexual harassment does not need to be motivated by sexual desire to be unlawful or to violate this policy against sexual harassment.

3. The term "harassment" may also include conduct of employees, managers, vendors and/or residents who engage in verbally or physically harassing behavior which has the potential for humiliating or embarrassing an employee of the Association based on the protected categories listed above.