

**14.7 Sexual Harassment – CRITICAL STANDARD**

ADMINISTRATION

**STANDARD 14.7**      **The agency has a written directive prohibiting sexual harassment in the workplace and provides a means by which sexual harassment can be reported, including when the offending party is in the complainant's chain of command (including the chief law enforcement officer). The directive must specify that the agency will not retaliate against an individual who makes a report of such objectionable conduct nor permit any member of the agency to do so.**

*Commentary:*      *There are several means by which an agency can limit its exposure to liability as a result of sexual harassment by its employees. These means include strong policies and directives that prohibit such conduct; immediate and thorough investigation of any allegation of sexual harassment; effective and appropriate disciplinary action in any case where allegations of sexual harassment can be substantiated; and efforts to make agency employees aware of their responsibilities and the legal issues involved. See glossary for the definition of sexual harassment.*

Compliance Verification Strategies

Assessors may seek to verify compliance with this standard by using one or more of the strategies listed below. There may be other strategies identified by the agency which could also be acceptable.

1. A copy of the written directive is available for review.
2. Interview(s) with the person(s) responsible for receiving complaints and reviewing reports of sexual harassment to verify that they have a thorough understanding of their respective roles and appropriate procedures are being followed.