



Policy on Discrimination and Harassment

At 90.1 NBC FM, we are committed to ensuring that all employees and volunteers are treated with respect and fairness. Our policy is to provide a work environment where everyone is valued based on their true abilities and merit, free from any form of discrimination or harassment.

Our Commitment to a Fair Workplace

We believe that every individual has the right to work in an environment that is free from discrimination and harassment. We do not condone or permit any behavior that:

- Adversely affects an individual's employment or promotion opportunities.
- Creates an intimidating, hostile, or offensive working environment.
- Causes undue embarrassment or distress to any employee or volunteer.

Discrimination in employment is unlawful under Commonwealth and State Legislation, and we are fully committed to upholding these laws.

Understanding Discrimination and Harassment

Harassment is defined as any unwelcome or offensive behavior that has no legitimate workplace function and which intimidates, humiliates, or offends another person. Harassment can take many forms, including verbal, written, visual, or physical actions. It may include:

- **Racial or Ethnic Harassment:** Jokes, abuse, insults, or taunting based on race or ethnicity.
- **Sexual Harassment:** Unwanted attempts at sexual connection, touching, or unnecessary familiarity.

What to Do If You Experience Discrimination or Harassment

If you believe you have been subjected to any form of discrimination or harassment, it is important to speak up. We encourage you to inform a member of our management team so that we can fully investigate your grievance. Our management team is legally obligated to investigate all complaints thoroughly and take appropriate action.



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Our Investigation Process

All investigations will be conducted with fairness, impartiality, and confidentiality. We are committed to maintaining the presumption of innocence until all facts have been established and assessed.

Consequences of Non-Compliance

If an investigation confirms that there has been a violation of this policy, it will be treated as a serious disciplinary matter. Depending on the severity of the offense, this may result in the termination of employment or volunteer service.

At 90.1 NBC FM, we are dedicated to maintaining a workplace where everyone feels safe, respected, and valued. Thank you for helping us uphold these important standards.



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Agreement:

By signing this agreement, both parties acknowledge and agree to these responsibilities and rights.

Volunteer Name: _____

Signature: _____

90.1 NBC FM Representative Name: _____

Signature: _____

Date: ___ / ___ / ___

This agreement is effective from ___ / ___ / ___ and will be reviewed on ___ / ___ / ___.

Address: _____

Phone Number: _____