

**Oregon Capitol Club
Policy on a Harassment Free Workplace**

Adopted December 2017

The Capitol Club is committed to providing a safe and respectful workplace that is free of harassment. While we each have our own employers, the Capitol is our workplace for much of the year. Members of the Capitol Club are expected to conduct themselves in a manner that is free of harassment and to discourage all harassment in the Capitol and at events, professional meetings, seminars or any events at which our work is conducted. Harassing conduct is considered unprofessional treatment, and subject to the Rules of the Professional Responsibility Committee.

Definition of Harassment

- 1) "Harassing conduct" or "harassment" includes sexual harassment or workplace harassment. "Harassing conduct" may include conduct by a Capitol Club member, legislator, legislative staff person, lobbyist, volunteer, vendor or member of the public.
- 2) "Protected class" means a class of individuals defined by a characteristic that may not be targeted for discrimination, including age, race, sex, sexual orientation, gender, gender identification, national origin, disability and religion.
- 3) "Sexual harassment" means unwelcome conduct in the form of a sexual advance, sexual comment, request for sexual favors, unwanted or offensive touching or physical contact of a sexual nature, unwanted closeness, impeding or blocking movement, sexual gesture, sexual innuendo, sexual joke, sexually charged language, intimate inquiry, persistent unwanted courting, sexist insult, gender stereotype, or other verbal or physical conduct of a sexual nature, if the unwelcome conduct has the purpose or effect of unreasonably interfering with a person's job performance, or creates a work environment that a reasonable person would find intimidating, hostile or offensive.
- 4) "Unwelcome conduct" means conduct that an individual does not incite or solicit and that the individual regards as undesirable or offensive. An individual may withdraw consent to conduct that was previously welcomed by the individual.
- 5) "Workplace harassment" means unwelcome conduct in the form of treatment or behavior that, to a reasonable person, creates an intimidating, hostile or offensive work environment. "Workplace harassment" includes discrimination based on a person's protected class. "Workplace harassment" also includes unwelcome conduct that occurs outside of work during nonworking hours if the conduct creates a work environment that a reasonable person would find intimidating, hostile or offensive.

“Workplace harassment” does not include every minor annoyance or disappointment that a person may encounter in the course of performing their work.

The Capitol Club is committed to working with the Legislative Assembly to create a workplace free of harassment for all individuals who engage in the legislative process. We will continue to improve and refine our policies, trainings and Professional Responsibility processes to hold Capitol Club members accountable to the highest levels of integrity and professional responsibility.