BACK COUNTRY HORSEMEN OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ANTI DISCRIMINATION AND HARASSMENT

POLICY #

If an individual feels that a violation of this policy has occurred, he or she may bring their complaint to the President of BCH and the complaint will be handled promptly and in a confidential manner. Volunteers may skip steps in the process if they feel that the person responsible for that step is involved in the offensive conduct or would not be responsive to a complaint. Additionally, any member of the Board of Directors may also receive a complaint. The Board supports whatever method is chosen by the complainant and the complaint will be dealt with promptly.

An investigation of all complaints will be undertaken immediately. Complaints will be kept confidential to the extent possible, while allowing the investigation to proceed. The complaining individual will be kept informed of the progress of the investigation and findings and will also be protected from any retaliation. He or she will be asked to refrain from discussing the complaint with other individuals or those outside the investigative process in order to protect the integrity of the investigation. All measures possible will be taken to protect the confidentiality of a complainant or witnesses. Any corrective action deemed appropriate will be taken to immediately stop the conduct and prevent any future harassment.

Any form of retaliation, including but not limited to derogatory comments against individuals making harassment complaints, witnesses, or any other involved persons, is against this policy and is strictly prohibited. Retaliatory activities will be treated as a separate violation of this policy and ’11 subjects the individual to discipline, up to and including immediate termination of volunteer services.

President: **Date adopted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**