



Code of Conduct

Purpose

The Alaska Center is committed to providing an environment free from discrimination and harassment, regardless of an individual's race, ethnicity, religion, color, sex, age, national origin, sexual orientation, disability, gender identity or expression, ancestry, pregnancy, or any other characteristic prohibited by law. As such, The Alaska Center will not tolerate discriminatory, harassing or otherwise unacceptable behavior in the workplace or at any of its activities, events or meetings. It adopts the following code of conduct, and expects everyone in the workplace and those who participate in any of its activities, events or meetings to abide by it.

Discriminatory Harassment

Discriminatory harassment is verbal or physical conduct that denigrates or shows hostility or aversion toward an individual because of his/her race, color, religion, gender, national origin, age, or disability, or that of her/his relatives, friends, or associates, and that: (1) has the purpose or effect of creating an intimidating, hostile, or offensive working environment; (2) has the purpose or effect of unreasonably interfering with an individual's work performance; or (3) otherwise adversely affect an individual's employment opportunities.

Discriminatory harassment conduct includes, but is not limited to, the following: (1) epithets, slurs, negative stereotyping, or threatening, intimidating or hostile acts and/or (2) written or graphic material that denigrates or shows hostility or aversion toward an individual or group, because of race, color, religion, gender, age, national origin, age, physical or mental disability, marital status, sexual orientation or pregnancy, and that is placed on walls, bulletin boards, or elsewhere on the employer's premises, or circulated in the workplace.

Harassment

Harassment consists of unwelcome verbal, visual or physical conduct that is based on another person's race, ethnicity, religion, color, sex, age, national origin, sexual orientation, disability, gender identity or expression, ancestry, pregnancy, or any other characteristic protected by law. It may include, but is not limited to, actions such as the use of epithets, slurs, negative stereotyping, jokes, or threatening, intimidating or hostile acts that relate to sex, race, age, disability or other protected categories. Harassment also may include written or graphic material that denigrates or shows hostility toward an individual or group based on protected characteristics, whether that material is sent by email, or placed on walls, bulletin boards, computer screens or other devices, or elsewhere on the premises of an activity, event or meeting.



Sexual Harassment

Sexual harassment can involve unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature. It can involve conduct by a person of either gender toward a person of the same or opposite gender.

Sexual harassment includes but is not limited to unwelcome sexual advances, requests for sexual favors, use of sexual remarks, display of indecent pictures, crude and offensive language, uninvited and unwelcome sexual advances, and other verbal or physical conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating hostile, or offensive working environment.

Expected Behavior

The Alaska Center expects everyone in the workplace and all participants in Alaska Center activities, events or meetings to conform to the following code of conduct:

- Respect others and their views
- Recognize and value individual differences
- Be sure you do not engage in aggressive, bullying or intimidating behavior
- Do not engage in discriminatory or harassing behavior

I acknowledge that I have read The Alaska Center Code of Conduct and will adhere to these expectations

Signature and date