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Policy and Procedure on Sexual Harassment

MAS Medical Staffing wants to ensure that its employees can work without being subjected to sexual harassment. Sexual harassment is defined as unwanted attention of a sexual nature, often with an underlying element of threat or coercion. It can also include sexist remarks or verbal abuse directed towards a person or a gender.

There are four major dimensions of sexual harassment:

- When acceptance or rejection of sexual advances is a condition of promotion or employment;
- When acceptance or rejection of sexual advances affects performance evaluations, or any personnel decisions that concern the employee;
- When conduct of a sexual nature interferes with work or creates an intimidating, hostile, offensive or humiliating environment;
- When sexual remarks and behavior of an individual or group of individuals, which may not be physically threatening, create an environment that makes you uncomfortable.

You could be a victim of sexual harassment if you are frightened, intimidated or uneasy when confronted with the following situations with a member of your own or the opposite sex:

- Unnecessary touching or patting
- Suggestive remarks or verbal abuse of a sexual nature
- Compromising invitations
- Demands for sexual favors
- Sexist remarks about your clothing, body, or sexual activities

If you believe that you are the victim of sexual harassment please contact, Ken Johnson, Vice President, MAS Medical Staffing, on a confidential basis, who will provide you with support and information available to you.

I hereby acknowledge that I have read and understand the MAS Medical Staffing policy on sexual harassment.

Signature: _____ Date: _____

Name (please print): _____