

CLARK COUNTY DEMOCRATIC PARTY

ANTI-BULLY POLICY

The Clark County Democratic Party recognizes the need to conduct our business in an environment that is physically and emotionally safe and secure for all. To protect the rights of all of our members, the Clark County Democratic Party recognizes the need to prohibit acts of bullying, harassment, and other forms of aggression and violence. Bullying or harassment are in direct conflict with our values and interfere with our Party's ability to move our agenda forward.

PROHIBITION:

The Clark County Democratic Party expects any Officer, Executive Committee member, or Central Committee member of the Clark County Democratic Party to conduct themselves in a professional and respectful manner, with a proper regard for the rights and welfare of other Officers, Executive Committee members, or Central Committee members of the Clark County Democratic Party.

The scope of this policy includes the prohibition of every form of bullying, harassment, and cyber-bullying/cyber-harassment, in the conduct of Clark County Democratic Party business, regardless of whether such behavior occurs at Democratic Party events or on/off Democratic Party premises. Bullying or Harassment by any Officer, Executive Committee member, or Central Committee member of the Clark County Democratic Party is strictly prohibited. Such conduct may result in corrective action up to and including removal for cause from the organization.

DEFINITIONS:

"BULLYING" is any gesture, comment, or action that:

- is reasonably perceived as being dehumanizing, intimidating, hostile, humiliating, threatening, or otherwise likely to evoke fear of physical harm or emotional distress;
- may, but need not, be motivated either by bias or prejudice based upon any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression; a mental, physical, or sensory disability or impairment; or by any other distinguishing characteristic, or is based upon association with another person who has or is perceived to have any distinguishing characteristic.

Bullying may be a written, verbal, graphic, or physical act [including

electronically transmitted acts - e.g., cyberbullying, through the use of internet, cell phone, personal digital assistant (PDA), computer, or wireless handheld device, currently in use or later developed and used by members].

"HARASSMENT" is engaging in a pattern of conduct that is intended to threaten, alarm or terrorize another person.

NOTICE OF PROHIBITION AGAINST BULLYING AND ANTI-BULLYING INTERVENTIONS:

At the beginning of each of their respective terms, the Officers, the Executive Committee and the Central Committee shall be reminded of this Anti-Bullying Policy.

Staff will be reminded at the beginning of their employment about the Anti-Bullying Policy, as well as their responsibilities regarding bullying behavior. A copy of the policy will be disseminated to all staff and will be included in any Staff Orientation Handbook and/or personnel manual.

The Anti-Bullying Policy will be available on the website and in all staff handbooks and/or personnel manuals.

The Clark County Democratic Party will develop and make available a complaint form.

REPORTING OF BULLYING OR HARASSMENT:

Any person who believes he/she has been the victim of Bullying or Harassment by any Officer, Executive Committee member, or Central Committee member, of the Clark County Democratic Party should immediately report the alleged acts. Persons must file a written complaint concerning allegations of bullying or harassment no later than 30 days after the date of the alleged incident. No action shall be taken on any complaint filed later than 30 days after the alleged incident.

Retaliation against an individual, who either orally reports or files a written complaint regarding bullying or harassment, is prohibited.

The written complaint shall be directed to the Chair of the Clark County Democratic Party (Hereafter "Chair") or, in the case where the Chair is the "subject" of the complaint, the First Vice-Chair (Hereafter "First Vice-Chair") of the Clark County Democratic Party.

INVESTIGATION:

Any report of suspected bullying or harassment will be promptly reviewed. Within 10 days of receipt of the written complaint, the Chair [or First Vice-Chair, if the Chair is the subject of the complaint] shall refer the complaint to the Dispute Resolution Committee.

Neither the complainant nor the accused shall be a member of the Dispute Resolution Committee.

The Dispute Resolution Committee shall meet at the call of the Dispute Resolution Committee chair and inquire into the validity of the allegation made in the written complaint. The committee chair shall notify the complainant in writing that the complaint has been received. The committee chair shall notify the accused in writing that a complaint has been filed and an investigation is underway. The Dispute Resolution Committee chair shall allow each of the parties to participate if they so choose.

The right to confidentiality for both the complainant and the accused shall be preserved whenever possible. Neither the complainant nor the accused shall discuss or share the complaint with others while the investigation is underway. Confidentiality, however, cannot be guaranteed.

The committee will appropriately and promptly investigate all reports of bullying and harassment. In determining whether the alleged conduct constitutes bullying and/or harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated.

The investigation should, whenever possible, consist of separate personal interviews with the complainant, the accused, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of other methods or documents deemed relevant by the committee.

The committee shall determine, by a preponderance of the evidence, in whole or in part, whether the allegations made by the complainant are true. Regardless of the findings, the committee shall provide a confidential written report to the Executive Board, within 60 days from the date the committee is formed. The confidential written findings must be presented to the Executive Board in closed-door executive session. The confidential written report shall include a determination of the merit of the allegation and a recommendation for resolution, if one is appropriate.

The Executive Board, in executive session, shall either accept, reject or amend the confidential written report of the Dispute Resolution Committee.

RESOLUTIONS:

The Executive Board shall determine what action shall be taken. If acts of bullying are verified, prompt action will be taken against the accused, up to and including verbal or written reprimands or a recommendation for expulsion from the organization. Other consequences may include the involvement of other programs adopted by the organization to address bullying behaviors.

The accused shall be recused from any vote taken regarding the complaint.

The Secretary of the Clark County Democratic Party shall be responsible for maintaining a file of all written complaints and confidential written reports. Said reports may be used to compile data regarding the extent of bullying within the organization.

CONSEQUENCES FOR KNOWINGLY MAKING FALSE REPORTS:

False reports of bullying behaviors will be regarded as serious offenses and will result in disciplinary action or other appropriate sanctions.