

Harassment and Discrimination

Hill is committed to providing a safe and respectful work environment free from threats, violence, bullying, harassment, and discrimination.

Discrimination involves any adverse employment decision that is motivated by a protected characteristic. Harassment is a specific type of discrimination involving unwelcome conduct.

Hill has a zero tolerance policy for discrimination or harassment based on race, color, religion, gender, sexual orientation, gender identity, age, national origin, disability, medical condition including pregnancy, childbirth, or related conditions, veteran status, marital status, citizenship status or any other categories protected under applicable laws.

Any harassment or discrimination must be brought immediately to the attention of your supervisor or manager, Human Resources, Labor Relations, EEO office, Ethics office or the OpenLine.

Workplace harassment:

- Involves unwelcome, offensive behavior that is sexual in nature or is based on any of the categories listed on the left.
- May also encompass other forms of hostile, intimidating, threatening, bullying, humiliating, or violent behavior, some of which may not necessarily rise to the level of unlawful discrimination, but are nonetheless prohibited at Hill.
- Includes, but is not limited to:
 - Racist, sexist or ethnic comments, jokes or gestures.
 - Any conduct or statement creating an intimidating, hostile or offensive work environment.

What to avoid:

- Behavior that degrades, abuses or shows disrespect to any individual.
- Any unsolicited or unwelcome sexual advances (touching or brushing up against, pinching, coercing, etc.).
- Verbal, visual or physical conduct of a sexual nature.
- Comments about a person's body.
- Sexually suggestive jokes, pictures or objects regarding gender-specific traits.
- Behavior that is unwelcome, offensive, interferes with work performance, or creates an intimidating, hostile or abusive work environment.

Supervisors/Foremen - Please share this message with employees who do not have computer access. Post it for employee review.