

HILLSBOROUGH COUNTY AVIATION AUTHORITY POLICY

600:	HUMAN RESOURCES	Effective:	12/03/95
	GENERAL	Revised:	06/06/02
P602:	Discrimination, Harassment, Retaliation, and Bullying		03/04/04
			11/07/13
			02/05/26
			<u>09/03/26</u>

PURPOSE: To establish policy for the Authority to prevent discrimination, harassment and retaliation; and bullying.

LEGAL CONSIDERATION: Section 17(1) of the Hillsborough County Aviation Authority Act provides that:

- (a) The Authority and its lessees, including successors in interest, shall not, because of race, color, sex, religion, national origin, age, disability, or marital status of any individual, refuse to hire, employ, bar, or discharge from employment such individual or otherwise discriminate against such individual with respect to compensation, hire, tenure, terms, conditions, or privileges of employment.
- (b) No person on the grounds of race, color, sex, religion, national origin, age, disability, or marital status shall be excluded from the participation in, denied the benefits of, or otherwise subjected to discrimination in the use of leased premises of the Authority.
- (c) In furnishing services or materials, or in the construction of any improvements, no person shall be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination with respect thereto.

Discrimination is prohibited by state and federal laws, including Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1975, the American with Disabilities Act of 1990, and the Florida Civil Rights Act of 1992.

Harassment is prohibited by state and federal laws, including Title VII of the Civil Rights Act of 1964.

Retaliation is prohibited by state and federal laws, including Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1975, the Americans with Disabilities Act of 1990, and the Family and Medical Leave Act of 1993, and the Florida Civil Rights Act of 1992.

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POLICY: Discrimination, harassment, retaliation and bullying are prohibited and are unacceptable in the workplace, while working remotely, while working through electronic communications, including email, messaging platforms, social media, and video conferencing, and in any work-related setting outside the workplace, such as business trips, business meetings and business-related social events. Standard ~~P~~rocedures will provide options for the resolution of employee complaints or concerns relating to this ~~P~~olicy.

A. Discrimination and, ~~Harassment and Retaliation~~:

Harassment includes unwelcome verbal, physical, visual, written, or electronic conduct that is based on a protected characteristic and that has the purpose or effect of creating an intimidating, hostile, offensive, or abusive work environment, or unreasonably interferes with an individual's work performance.

Discrimination, retaliation or harassment on the basis of race, color, sex, religion, national origin, age, disability, marital status or any other category protected by law is prohibited. The Authority shall comply fully with all provisions of state and federal laws which prohibit discrimination, harassment and retaliation, and which promote equal opportunity.

B. Bullying:

Workplace bullying will not be tolerated under any circumstances. Workplace bullying is behavior that harms, intimidates, offends, degrades, or humiliates an employee. It may cause the loss of trained and talented employees, reduce productivity and morale and create legal risks.

C. Retaliation:

Retaliation against any individual who in good faith reports a concern, participates in an investigation, files a complaint, or otherwise exercises rights protected by law or

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Authority Policy is strictly prohibited. Any employee engaging in retaliation will be subject to disciplinary action, up to and including termination.

D. Reporting:

Employees who experience, witness, or become aware of conduct that may violate this Policy have a duty to report such conduct promptly through established reporting channels as outlined in Standard Procedure S602.01.