
425 Unlawful Retaliation

1.0 Purpose

To establish and maintain a policy for a workplace free from unlawful retaliation at the William Shore Metropolitan Park District (District).

2.0 Personnel Affected

All personnel, including employees, volunteers, and contractors.

3.0 Policy

The District does not tolerate unlawful retaliation against employees, volunteers, or contractors who engage in protected activities. Retaliation occurs when an employee, volunteer, or contractor suffers employment-related adverse consequences as a result of his/her protected activity.

Protected activities include, but are not limited to, the following activities:

- Reporting unlawful discrimination, harassment, or retaliation,
- Cooperating in an internal investigation regarding discrimination, harassment, or retaliation,
- Testifying in a legal proceeding regarding discrimination, harassment, or retaliation,
- Requesting reasonable accommodation for a disability or sincerely held religious belief or practice,
- Reporting workplace safety issues,
- Reporting financial irregularities or the mismanagement of public funds,
- Reporting criminal misconduct,
- Filing a worker's compensation claim, or
- Serving on a jury.

Employees, volunteers, and contractors do not receive protection for actions taken in bad faith. Bad faith occurs when the employee, volunteer, or contractor provides false information with knowledge that the information provided is false.

Adverse employment-related consequences include, but are not limited to, the following:

- Termination of employment,
- Demotion in position, responsibilities, or pay,
- Suspension,
- Other disciplinary action,
- Reassignment to a less desirable position with less desirable duties,
- Shunning or isolating, or
- Harassment.

4.0 Retaliation Complaint Procedure

Any employee, volunteer, or contractor who feels that he/she has been the victim of unlawful retaliation in violation of this policy should report this concern to their supervisor. If the applicant/employee believes the supervisor is involved in the violation, or otherwise does not feel

comfortable reporting to this person, the applicant/employee should report this concern to the Executive Director

1. The District will conduct a look into the merits of any allegation reported to it. This may include an investigation by a qualified investigator who is either an employee or a professional employed outside of the District
2. If the allegation is found to have merit, the District will take prompt action to correct the unlawful conduct and remedy any violations that have occurred. Such corrective action may include disciplinary action against those employees found to have violated policy.
3. Employees, volunteers, and contractors may seek redress at any time through the Washington State Human Rights Commission, the Equal Employment Opportunity Commission, or through a court of law. Employees, volunteers, and contractors should attempt first to exhaust their remedies as outlined in this policy.
4. All supervisory employees are assigned responsibility for implementing this policy, ensuring compliance with and knowledge of its terms, taking immediate and appropriate corrective action if they witness inappropriate behavior, and notifying the Aquatics Manager if they receive a retaliation complaint. A supervisor's failure to carry out these responsibilities may result in discipline.