

Forest Lake Hockey Association

Non-Discrimination, Harassment, and Retaliation Policy

Forest Lake Hockey Association (“FLHA” or the “Organization”) strives to create and maintain a respectful, welcoming, and safe environment for employees and volunteers alike. The Organization is committed to upholding a work environment free from intimidation, discrimination, and hostility, where every individual is treated with dignity, decency, and respect. Each individual has the right to work in a professional atmosphere that promotes equal opportunities and prohibits discriminatory practices, including harassment.

Prohibition on Discrimination

FLHA prohibits discrimination against any individual on the basis of race (including hairstyles inherent to racial identity), color, creed, religion, national origin, sex, marital status, familial status, disability, genetic information, public assistance status, age, sexual orientation, gender identity and expression, veteran status, local human rights commission activity, or any other characteristic protected by applicable federal, state, or local laws and ordinances. FLHA is committed to providing equal opportunities and fostering an environment that is free from bias, prejudice, and harassment.

FLHA’s commitment to non-discrimination extends to all aspects of its operations, including but not limited to recruitment, hiring, training, promotion, compensation, and access to programs and services. The Organization strives to create a workplace and community where all individuals are treated with respect and dignity.

Prohibition on Unlawful Harassment

FLHA expects that all interactions amongst individuals associated with the Organization will be conducted in a professional manner, devoid of bias, prejudice, discrimination, and harassment.

In order to fulfill this commitment, FLHA maintains a strict policy of prohibiting unlawful harassment of any kind, including sexual harassment and harassment on the basis of race (including hairstyles inherent to racial identity), color, creed, religion, national origin, sex, marital status, familial status, disability, genetic information, public assistance status, age, sexual orientation, gender identity and expression, veteran status, local human rights commission activity, or any other characteristic protected by applicable federal, state, or local laws and ordinances. This policy applies to all of FLHA’s board members, officers, employees, independent contractors, volunteers, vendors, and other agents.

Everyone, irrespective of their position within FLHA, is covered by, and is expected to comply with this policy and to take appropriate measures to ensure that prohibited conduct does not occur. Appropriate disciplinary action will be taken against anyone who violates this policy. Based on the seriousness of the offense, disciplinary action may include, but is not limited to, verbal or written reprimand, or termination of the person’s relationship with FLHA.

Forest Lake Hockey Association: *Non-Discrimination and Retaliation Policy*
Effective: September 2026

Definition of Sexual Harassment

Sexual harassment includes, but is not limited to, making unwanted sexual advances and requests for sexual favors where either:

1. Submission to such conduct is made an explicit or implicit term or condition of employment or continued affiliation with FLHA; or
2. Submission to or rejection of such conduct by an individual is used as the basis of employment decisions affecting such individual; or
3. Such conduct has the purpose or effect of substantially interfering with an individual's work or participation at FLHA or creates an intimidating, hostile, or offensive working environment.

People who violate this policy are subject to discipline up to and including the possibility of immediate discharge.

Other Forms of Harassment

Examples of other unlawful harassment include, but are not limited to:

1. Verbal conduct such as epithets, derogatory jokes or comments, slurs, or unwanted sexual advances, invitations, or comments.
2. Visual conduct such as derogatory and/or sexually oriented posters, photography, cartoons, drawings, or gestures, including such conduct as contained in e-mail, texts, social media posts, or other means.
3. Distribution, display, or discussion of any written or graphic material that ridicules, denigrates, insults, belittles, or shows hostility, aversion, or disrespect toward an individual or group because of race, color, religion, national origin, sexual orientation, gender identity or expression, sex, age, physical or mental disability, or status with receipt of public assistance. This includes such conduct as contained in e-mail, texts, social media posts, or other means.
4. Physical conduct such as assault, unwanted touching, blocking normal movement, or interfering with work directed at someone because of their sex or other protected characteristic.
5. Repeated unwanted correspondence that occurs outside the scope of employment.
6. Threats and demands to submit to sexual requests in order keep one's job or avoid some other loss.
7. Offers of employment benefits in return for sexual favors.
8. Retaliation for having reported or threatened to report unlawful harassment.

Reporting and Investigation

Individuals who feel they have experienced harassment from someone associated with FLHA should promptly report the details of the incident or incidents, along with the names of the

individual(s) involved, to their supervisor. If any person is uncomfortable reporting to their supervisor, or the complaint is against the supervisor, they may report directly to the Gambling Manager. If the complaint is against the Gambling Manager, complaints may be directly reported to the Board President.

The supervisor must report all concerns to the Gambling Manager. The Gambling Manager must report all complaints to the Board of Directors. Based on the seriousness of the complaint, the Board may direct the Gambling Manager to investigate or may hire a third-party investigator. The investigator shall conduct a thorough investigation and report the findings to the Board of Directors with an assessment of whether a policy was violated.

If a violation of policy has occurred, the Board shall take effective remedial action in accordance with the circumstances involved. Anyone determined by FLHA to be in violation of this policy will be subject to appropriate disciplinary action, up to and including termination. After the investigation, the complainant will be told if the investigation revealed that FLHA's Non-Discrimination, Harassment, and Retaliation Policy was violated.

Additional reporting and investigation information may be found in FLHA's Whistleblower Policy.

Non-Retaliation

FLHA will not allow any form of retaliation against individuals who raise issues of fair employment, discrimination, harassment, or policy violations. Employees who feel they have been subjected to any such retaliation should bring it to the attention of the Gambling Manager.

Retaliation means adverse conduct taken because an individual reported an actual or a perceived discrimination, harassment, policy violations, or retaliation in violation of FLHA's Fair Employment, Equal Pay, Whistleblower, Non-Discrimination, Harassment, and Retaliation, or Anti-Harassment policies, or participated in the reporting and investigation process related to any such policy. "Adverse conduct" includes, but is not limited to:

- Shunning and avoiding an individual who reports harassment, discrimination, or retaliation.
- Express or implied threats or intimidation intended to prevent an individual from reporting harassment, discrimination, or retaliation.
- Denying employment benefits because an applicant or employee reported harassment, discrimination, or retaliation or participated in the reporting and investigation process.
- Other examples of retaliation include firing, demotion, denial of promotion, unjustified negative evaluations, increased surveillance, harassment, and assault.

Acknowledgment

My signature below acknowledges that I have received a copy of Forest Lake Hockey Association's Non-Discrimination, Harassment, and Retaliation Policy. I agree to read, understand, and adhere to this policy and acknowledge that FLHA may modify or terminate this Non-Discrimination, Harassment, and Retaliation Policy at any time for any reason in its sole discretion. I also understand that if I have questions regarding the contents of this policy, I should ask my supervisor, the Gambling Manager, or the Board President for clarification.

Signature: _____

Printed Name: _____

Date: _____