



# STATE OF CONNECTICUT

DEPARTMENT OF SOCIAL SERVICES

OFFICE OF THE COMMISSIONER

## POLICY PROHIBITING SEXUAL HARASSMENT IN EMPLOYMENT AND SERVICES

It is the policy of the Department of Social Services that "sexual harassment" of employees, job applicants and clients is prohibited. Sexual harassment is a type of illegal sex discrimination. In employment situations, state law defines sexual harassment as: "Any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when

- (1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment,
- (2) Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual or,
- (3) Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment."

Sexual harassment in the workplace is unacceptable conduct and will not be tolerated or condoned. All employees shall be held responsible and accountable for maintaining an environment free from sexual harassment. Violations of this policy will be treated as serious disciplinary infractions.

Managers and supervisors shall inform the Affirmative Action Division of all complaints alleging sexual harassment. In addition, all complaints received that may subject an employee to disciplinary action shall also be reported to the Personnel Administrator.

Employees, job applicants and clients may file complaints directly to our Affirmative Action Division. They will investigate the complaints under the Department's Discrimination Complaint Procedure.

  
\_\_\_\_\_  
Roderick L. Bremby  
Commissioner  
March 31, 2014