

PER3: Harassment

It is the policy of the Library to provide a place that is comfortable for employees and customers to work and use library resources. In compliance with applicable federal and state laws and MCSD policies, the Library will be a place that is free of any form of harassment, including sexual harassment. All employees are responsible for assuring that the workplace is free of discriminatory or sexual harassment and should promptly report incidents or possible incidents to the Library Director or MCSD HR Director. After investigation, any employee found to have engaged in inappropriate or discriminatory treatment may be subject to disciplinary actions that range from counseling and education up to and including termination of employment.

Library users are not permitted to harass other users or staff members. A Library employee may refuse to assist a customer if he or she believes that such assistance will require the employee to view printed or computer screen materials that the employee finds to be offensive. The Library employee must immediately ask a supervisor for assistance with the customer's request.

**Chattahoochee Valley Libraries Board:
Muscogee County Library Board:**

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