

AME

**AMERICAN LIBRARY ASSOCIATION
PERSONNEL POLICY MANUAL**

Item Number 509

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HARASSMENT POLICY

Reviewed 4/1/98

Racial, Ethnic, and National Origin Har

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Age Harassment is defined as behavior demonstrated in verbal or physical expressions which are offensive, hostile, and of questionable intent to malign an individual or group of individuals because of age or seniority.

The American Library Association will not condone any form of harassment. Any employee who is subjected to or aware of such harassment or intimidation is urged to bring such action promptly to the attention of the Director of Human Resources and/or follow the Harassment Redress Procedure (Policy No. 509.1). ALA will investigate any such complaints promptly and take all appropriate remedial action. Confidentiality will be maintained to the extent consistent with a full investigation. ALA will not retaliate against any staff member for submitting a complaint in good faith.