

ANTI-HARASSMENT POLICY FOR AABB VOLUNTEERS

Purpose and Scope

AABB is committed to ensuring an environment that is free from all forms of harassment, discrimination, or conduct that can be considered coercive, or likely to create a hostile environment, including sexual harassment. Discrimination or harassment based on sex (gender), race, color, religion, national origin, age, disability, sexual orientation, gender identity, veteran status, or other protected categories is not allowed.

Board members, committee members, and all other AABB volunteers, including volunteer assessors (collectively, "Volunteers") must be aware that such behavior will not be tolerated.

Responsibility

The Chair of the Audit & Ethics Committee ("Chair"), acting in concert with AABB's President ("President") and Chief Executive Officer ("CEO"), shall have responsibility for enforcement of this Policy. The Executive Office, including the General Counsel, will ensure that this policy is presented to new Volunteers and that training is conducted periodically.

Policy Statement

1. All Volunteers, regardless of their position, are covered by and expected to comply with this policy, and to take appropriate measures to ensure that prohibited conduct does not occur.
2. Harassment, for purposes of this policy, includes unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature. It also includes conduct in any form that is based on sex (gender), race, color, religion, national origin, age, disability, sexual orientation, gender identity, veteran status, or other protected category that has the purpose or effect of unreasonably interfering with the AABB activities in which an individual participates or creating an intimidating, hostile or offensive environment.

The above are not meant to be all-inclusive but are provided as examples of harassment.

3. Volunteers who believe they are being/have been harassed or who witness or hear about harassment directed towards a Volunteer or AABB employee, should contact the Chair, the President, the CEO, and/or the General Counsel.

4. AABB takes all complaints seriously. The President, Chair, and CEO will determine promptly whether to conduct an investigation and, if so, whether to conduct it themselves or to direct the General Counsel, or outside counsel, to conduct an investigation. Investigations will be conducted with all deliberate speed and appropriate discretion. Where required by law, AABB will report the complaint to appropriate legal authorities.
5. The findings of the investigation will be furnished to the President, Chair, and CEO for appropriate action. Appropriate action, as well as the effective date of the action, for violations of this policy will be based, in whole or in part, on the seriousness of the offense(s) and/or whether the individual(s) involved have previously violated this or other AABB policies. Such action, which shall be communicated to the Volunteer in writing where appropriate, may include verbal reprimand, written reprimand, suspension, or permanent excusal of the Volunteer from their volunteer position(s) with AABB. The Volunteer has the right to appeal to the full board of directors within 30 calendar days from the date they are notified of the action.
6. Retaliation for making a complaint about discrimination or harassment or assisting in an investigation of a discrimination or harassment complaint is prohibited.
7. Volunteers understand that the Human Resources Employee Manual includes an Anti-Harassment Policy for staff.

Related Policy

AABB Board, Committee Member, and Volunteer Whistleblower Policy

Approved by the Board of Directors February 1, 2019