

# Apprentice & Journeymen Training Trust Fund of the Southern California Plumbing & Piping Industry

## Student Discrimination and Harassment Policy

The California Fair Employment and Housing Act and Title VII of the Civil Rights Act of 1964 strictly prohibit discrimination or harassment because of race, religion, color, national origin, ancestry, physical handicaps, medical conditions, marital status, sex or age.

It is the policy of the Apprentice & Journeymen Training Trust Fund of the Southern California Plumbing & Piping Industry ("A&J Trust") and the affiliated Joint Apprenticeship Committees that have indentured you as an apprentice to provide classroom training free from all types of discrimination and harassment. Any instructor, staff member, student or other person found to have violated this policy shall be subject to immediate and appropriate discipline, which may include termination of the person's relationship with the program.

### Unlawful Harassment

Unlawful harassment may take many forms, including, but not limited to:

#### Verbal Conduct

Such as epithets, derogatory comments, slurs or unwanted sexual advances, invitations or comments.

#### Visual Conduct

Such as derogatory posters, cartoons, drawings or gestures.

#### Physical Conduct

Such as assault, blocking normal movement or interference with work directed at you because of your race, religion, color, national origin, ancestry, physical handicaps, medical conditions, marital status, sex or age.

#### Threats and Demands

To submit to sexual requests in order to remain in the apprenticeship program or to receive a passing grade or offers of other benefits for sexual favors.

#### Retaliation

For having resisted or reported harassment.

### Students Rights and Responsibilities

Every student has the right to be treated with respect and to attend school in an environment free from discrimination, harassment or coercion. A student who perceives the comments, gestures or actions of an instructor, staff, other student or any person connected with the apprenticeship program to be unwelcome should immediately communicate to that person that such behavior is unwelcome. However, failure to do so does not prevent the student from filing a complaint nor does it in any way exonerate the harasser.

Any student who believes that he or she has been discriminated against or harassed should immediately report the incident. If the harasser is a student, the incident(s) should be reported to an instructor or supervisor. If the harasser is an instructor or staff member, the incident(s) should be reported to the Human Resources Representative. Any reported incidents shall be thoroughly and objectively investigated by impartial representatives of the A & J Trust. Appropriate remedial account will be taken against any person found to have engaged in inappropriate conduct under

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this policy.

No person will be retaliated against for reporting discrimination or harassment or for participating in an investigation of discrimination or harassment.

## Jobsite Discrimination and Harassment

State and Federal law strictly prohibit discrimination or harassment based on race, religion, color, national origin, ancestry, physical handicaps, medical conditions, marital status, sex or age. Employers are responsible for maintaining a workplace free from any such harassment or discrimination.

Should any apprentice believe that he or she has been discriminated against or harassed at the workplace, he or she should report such incident(s) to the employer in accordance with the employer's policy on discrimination and harassment. In the absence of an employer policy, the incident(s) should be reported to the employee's immediate supervisor or other supervisor if the immediate supervisor is the harasser. The apprentice should also report any such incident(s) to his or her union business agent.

## Employee Training

Must be completed every two years: two hours for every Supervisor and one hour for every employee.

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Local Union

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Attending