

La. R.S. 42:343 requires that all public servants receive a minimum of one hour of education and training each year on preventing sexual harassment and that each agency post on its web site its policies and procedures regarding sexual harassment. Below is the Anti-harassment Policy of the City of Westwego:

Anti-harassment policy.

- (a) Harassment consists of unwelcome conduct, whether verbal, physical, or visual, that is based on a person's protected status, such as sex, color, race, ancestry, religion, national origin, age, physical handicap, medical condition, disability, veteran status, citizenship status, or other protected group status.
- (b) Unwelcome sexual advances, requests for sexual favors, and other physical, verbal, or visual conduct based on sex, constitutes sexual harassment when:
 - (1) Submission to the conduct is an explicit or implicit term or condition of employment;
 - (2) Submission to or rejection of the conduct is used as a basis for an employment decision; or
 - (3) The conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.
- (c) Sexual harassment may include implicit sexual propositions, sexual innuendoes, suggestive comments, sexually oriented "kidding" or "teasing," "practical jokes," jokes about gender specific traits, foul or obscene language or gestures, display of foul or obscene printed or visual material, and physical contact such as patting, pinching, or brushing another's body.
- (d) All city employees are responsible for helping to assure that the city avoids harassment. If you believe that you have experienced or witnessed harassment, you are to notify your department head, the mayor, the city attorney or the board of aldermen.
- (e) The city forbids retaliation against anyone who has reported harassment. If you believe that you have experienced or witnessed any retaliation against anyone who has reported harassment, you are to notify your department head, the mayor, the city attorney or the board of aldermen.
- (f) When a department head or city attorney receives a complaint of harassment, or a complaint of retaliation for reporting harassment, he or she shall report the complaint to either the mayor or the board of aldermen.
- (g) The city's policy is to investigate all such complaints thoroughly and promptly. To the fullest extent practicable, the city will keep complaints and the terms of their resolution confidential. If an investigation confirms that harassment has occurred, the city will take corrective action including such discipline up to and including immediate termination of employment, as is appropriate.

(Ord. No. 1075, 4-14-97)