

Workplace Harassment – Toolbox Talks

- In line with the Values and Expectations of 168, the Company wants your work environment to be professional and productive, so we prohibit workplace harassment.
- Workplace harassment is unwelcome conduct in the eyes of the recipient based on things like:
 - race,
 - national origin,
 - religion,
 - sex (including pregnancy, sexual orientation, or gender identity),
 - age,
 - disability, or
 - genetic information
- And, putting up with it becomes a condition of your employment, for example, if your supervisor tells you that you can have extra vacation time or the best station on the assembly line if you go on a date with him, or
- The conduct is severe or happens often enough for it to be intimidating, hostile, or abusive.
- For example,
 - Jeering, whistling, or unwanted staring;
 - Off-color jokes like suggesting an older worker has “seen better days;”
 - Mockery like referring to a devout Christian as a “holy roller,” or a coworker with a learning disability as “slow,” or making fun of your coworker’s foreign accent; or
 - Offensive objects, like hanging a noose in the workspace; or
 - Unwanted touching, for example touching a coworker’s hair or body without permission
- Harassers will be disciplined which may include termination.
- If you experience, see, or hear about harassing behavior, report it to a supervisor, Human Resources, Legal and Compliance, or use the Company’s anonymous Hotline, which is available on RPM’s website and is listed on the Speak Up posters in the plant.
- Should you have concerns about reporting harassment, know that the Company prohibits retaliation against employees who make reports in good faith and takes efforts against retaliatory actions. The Company investigates all reports so please contact me, any supervisor or manager, Human Resources, Legal and Compliance, or the Hotline if you become aware of or experience any harassing behavior.