

Policy Against Discrimination and Harassment for International Propeller Club of the United States

The open exchange of ideas and the freedom of thought and expression are central to the International Propeller Club of the United States (International Propeller Club) aims and goals. These require an environment that fosters dignity, understanding, and mutual respect, and that embraces diversity. For these reasons, the International Propeller Club requires all International Officers, Board members, Executive or other Member Committee members (“International Member” or collectively (“International Members”), and employees and all event and activity attendees (“Event Attendee(s)”) to abide by this Policy Against Discrimination and Harassment at all International Propeller Club sponsored events and activities.

This Policy also applies to communications sent through the International Propeller Club’s official communication channels for any such activity or event, including social media.

This Policy applies to conduct in which the reporting party is an International Officer, Board member, Executive or other Committee Member, or employee of the International Propeller Club, , and/or all International Propeller Club event or activity attendees and the subject of the report is an International Propeller Club Officer, Executive or other Member Committee, employee or any attendee of any International Propeller Club event or activity.

Each local Propeller Club is strongly encouraged to adopt a similar Policy Against Discrimination and Harassment, enforceable at the Club level.

A. Discriminatory Harassment

1. In General

The International Propeller Club of the United States prohibits discrimination and conduct that constitutes or could lead or contribute to harassment because of an individual’s race or color, religion or creed, alienage or citizenship status, national origin, age, sex (including pregnancy, childbirth, and pregnancy- related medical conditions), sexual orientation, gender, gender identity or expression, disability, marital or domestic partnership status, military or veteran status, or any other characteristic protected by law in the city or state in which the conduct at issue occurs. The International Propeller Club also prohibits other harassment – including bullying – rising to the level of persistent, malicious, and severe mistreatment by conduct or threats, intimidation, or abuse that has the effect of (i) substantially interfering with an International Propeller Club Member or Event Attendee’s participation in Propeller Club - related activities or (ii) that would reasonably cause a Member or Event Attendee to fear for his or her physical safety.

Examples of prohibited discriminatory harassment include, but are not limited to:

- use of ethnic slurs or derogatory terms relating to an individual's gender or sexual orientation;
- distribution of racially or sexually offensive e-mail or other electronic communications; and/or
- threatening, intimidating, or hostile acts directed at a particular sex or religious group or directed at an individual because of his or her sexual orientation, race or ethnicity.

Harassment does not require intent to offend. Thus, inappropriate conduct or language meant as a joke, a prank, or even a compliment can lead to, contribute to or constitute harassment.

2. Sexual Harassment

Sexual harassment is a specific type of discriminatory harassment. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature can constitute sexual harassment.

The International Propeller Club prohibits conduct that constitutes or could lead or contribute to sexual harassment. Examples of such conduct include, but are not limited to:

- unwelcome sexual flirtations, advances or propositions;
- inappropriate touching of an individual's body including patting, pinching, and repeated brushing against another's body;
- graphic verbal comments or jokes about an individual's body or appearance;
- sexually degrading words used to describe an individual; and/or
- the offensive display of sexual objects, pictures or writings.

B. Complaint Procedures and Remedial Actions

If the Member or Event Attendee believes he/she has been subjected to any conduct of the type prohibited by this Policy by another Member or Event Attendee, they are urged to report, in writing, the relevant facts promptly to the President or Vice President of the International Propeller Club, or if involving the President or Vice President, then to the Executive Director. Prompt reporting is very important so that the International Propeller Club can take action to stop the alleged conduct before it is repeated. All reports will be followed up on promptly, with further investigation as warranted. In conducting its investigations, the Propeller Club will strive to keep the identity of individuals making and the subject of reports as confidential as possible.

In an event a report is received, the President or Vice President, or as appropriate the Executive Director will undertake an initial review of the facts presented and direct appropriate follow-up of a report made under this Policy, which shall include at a minimum, an opportunity for a response from the subject of the reported violation. Where appropriate, an investigation will be undertaken. Following such review, the President or Vice President, or as appropriate the Executive Director, will make a recommendation to the board on how to

address any reports made under this Policy, After receiving this recommendation, the International Propeller Club Executive Board will make a final, binding decision regarding whether this Policy has been violated and the consequences of any such violation. Remedial measures will be taken as necessary.

Individuals who are found to have violated this Policy will be subject to remedial action, including without limitation (1) suspension and/or termination of their membership in the International Propeller Club and (2) exclusion from participating in future International Propeller Club sponsored activities, and from committee, board and officer positions. Appropriate remedial action will also be taken if it is established that a knowingly false or bad faith report was made under this Policy. No Retaliation

Threats or acts of retaliation against individuals who report inappropriate conduct pursuant to this Policy or provide information as part of any investigation pursuant to this Policy will not be tolerated. In the event any person believes that they are a subject of such retaliation the above procedures should be used to report the pertinent facts promptly. The International Propeller Club will investigate and take appropriate action in the manner described above.

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