

**ORDINANCE NO. 08-15**

**AN ORDINANCE TO AMEND THE PERSONNEL POLICY OF THE CITY OF  
SPRING HILL, TENNESSEE, ADDING A WORKPLACE HARASSMENT  
POLICY**

**WHEREAS**, the Board of Mayor and Aldermen for the City of Spring Hill wishes to amend the Personnel Policy to add a Workplace Harassment Policy.

**WHEREAS**, the City of Spring Hill is taking this action by recommendation of TML Risk Management Pool.

**BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPRING HILL, TENNESSEE, THE FOLLOWING ADDITION SHALL BE MADE TO THE CITY OF SPRING HILL PERSONNEL POLICY:**

**SECTION VII, Item S :**

**S. WORKPLACE HARASSMENT**

The City of Spring Hill strictly prohibits harassment on the basis of race, color, religion, gender, national origin, age, or disability as such actions constitute discrimination. No City employee shall engage in harassment of any form.

Harassment is defined as unwelcome or unsolicited speech or conduct based upon race, sex, creed, religion, national origin, age, color, or handicapping condition as defined by the Americans With Disabilities Act that creates a hostile work environment or circumstances involving quid pro quo.

Sexual Harassment as defined by the Equal Employment Opportunity Commission is unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitutes sexual harassment when submission to or rejection of this conduct explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work performance or creates an intimidating, hostile or offensive work environment. (Reference may be made to Section VII, Miscellaneous Personnel Policies, Item R, Sexual Harassment)

Any City employee who believes he or she may have a complaint of harassment should file a complaint within 30 days of the occurrence directly with the Mayor, an Aldermen, City Administrator, City Recorder, or Department Head. The City will conduct an investigation. The Board of Mayor and Aldermen and/or City Administrator will take any action he or she deems necessary to preserve the integrity of the City of Spring Hill and to insure the efficiency and effectiveness of the City's operations.

Employees witnessing harassment shall also report such conduct to the appropriate City official. Retaliation toward any employee exercising his or her right and duty to address perceived harassment will not be tolerated.

**BE IT FURTHER ENACTED**, that all ordinances or parts of ordinances in conflict herewith, be and the same hereby, are repealed or modified as the case may be.

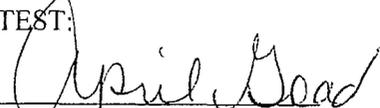
**BE IT FURTHER ENACTED**, that this Ordinance shall take effect from and after its adoption.

**Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, on the 19<sup>th</sup> day of February, 2008.**

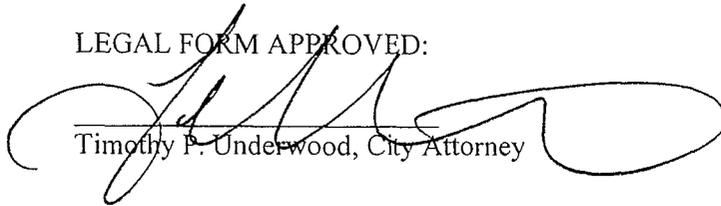


Danny M. Leverette, Mayor

ATTEST:

  
\_\_\_\_\_  
April Goad, City Recorder

LEGAL FORM APPROVED:

  
\_\_\_\_\_  
Timothy P. Underwood, City Attorney

Passed on 1<sup>st</sup> Reading January 22, 2008

Passed on 2<sup>nd</sup> Reading February 19, 2008