



Harassment Prevention Policy
(Rhode Island)

2019



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TalentWave (the Company) is committed to providing a work environment free of harassment. The Company complies with Rhode Island law and maintains a strict policy prohibiting sexual harassment and harassment against employees, TalentWave payrolled contractors, or applicants for employment based on race, color, religion, sex (including pregnancy, childbirth or related medical conditions), country of ancestral origin, disability, age (40 and over), sexual orientation, gender identity or expression, homelessness, genetic information, HIV/AIDS status, lawful use of tobacco products outside of the workplace, military/reservist status and any other category protected under applicable federal, state or local law.

All employees and TalentWave payrolled contractors are expected to comply with the Company's Harassment Prevention Policy. The purpose of this policy is to provide Rhode Island employees with additional information regarding harassment.

While the Harassment Prevention policy sets forth the Company's goals of promoting a workplace that is free of harassment, the policy is not designed or intended to limit the Company's authority to discipline or take remedial action for workplace conduct that we deem unacceptable, regardless of whether that conduct satisfies the definition of unlawful harassment.

Sexual harassment in the workplace is unlawful. It is also unlawful to retaliate against an employee for filing a complaint of harassment, including a complaint of sexual harassment, or for cooperating in an investigation of a complaint for harassment, including sexual harassment.

Any employee or TalentWave payrolled contractor who believes that he or she has been harassed or discriminated against should provide a written or verbal report to his or her Company representative, and, if they choose, also to the supervisor, or another member of management as soon as possible. The responsibility to investigate complaints of harassment has been assigned to The Company. **Contact your Company representative.**

Employees or TalentWave payrolled contractors who believe they have been harassed or discriminated against may also file a formal complaint with either or both of the government agencies listed below:

The Equal Employment Opportunity Commission (EEOC) is the federal agency that investigates harassment complaints, including claims of sexual harassment. The EEOC can be reached at:

John F. Kennedy Federal Building
475 Government Center
Boston, MA 02203
Tel: 800-669-4000
Fax: 617-565-3196
TTY: 800-669-6820



The Rhode Island Commission for Human Rights (RICHR) is the state agency responsible for handling complaints of harassment, including sexual harassment. The RICHR can be reached at:

180 Westminster Street, 3rd Floor
Providence, RI 02903
Tel: 401-222-2661
Fax: 401-222-2616
TTY: 401-222-2664