



[www.musicaltheatreguild.com](http://www.musicaltheatreguild.com)

Musical Theatre Guild is committed to providing a working environment free from discrimination, and to prohibit harassment of its employees and applicants, including sexual harassment. Musical Theatre Guild will implement the policy to fully comply with applicable federal, state and local laws, rules and regulations in the area of non-discrimination and harassment of employment.

**Sexual harassment** is defined as any unwelcome or unwanted sexual advance, request for sexual favors, or other verbal or physical conduct of a sexual nature from someone in the workplace that creates discomfort and/or interferes with the job. Conduct constitutes harassment when:

- Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment;
- Submission to or rejection of such conduct by an individual is used as the basis for employment decisions and/or retaliation; or
- Such conduct has the purpose or effect of interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment.

Harassment due to race, religion, sex, sexual harassment, national origin, disability, age, military or veteran status will not be tolerated in the Musical Theatre Guild workplace. Such conduct is subject to discipline, up to and including termination.

Any employee who believes he or she is a victim of sexual harassment must immediately report any incident to the company's Board or Directors.

The company will not tolerate retaliation against any employee who complains of sexual harassment or provides information in connection with any such complaint.

If you have any questions regarding this policy, please contact Les Traub, Board Chairman, Musical Theatre Guild at 310-772-8178.