

ORDINANCE NO. 11-365

AN ORDINANCE AMENDING THE PERSONNEL POLICIES AND PROCEDURES BY ADDING SECTION 2.40, WORKPLACE HARASSMENT

WHEREAS, the CODE OF ORDINANCES, TITLE 4 relating to MUNICIPAL PERSONNEL, CHAPTER 4 relating to PERSONNEL POLICIES AND PROCEDURES, SECTION 4.402 relating to amendment of the Policies and Procedures Manual for employees requires that all amendments be made by Ordinance of a majority of the Board of Mayor and Aldermen: and,

WHEREAS, the Town of Mount Carmel wishes to promote a safe working environment and in the interest of keeping the Town's liability and risk assessment to a minimum it is hereby found to strictly prohibit workplace harassment; and

WHEREAS, the public health and welfare require it;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF MOUNT CARMEL, TENNESSEE, as follows:

SECTION I. That the CODE OF ORDINANCES, TITLE 4, MUNICIPAL PERSONNEL, CHAPTER II, EQUAL OPPORTUNITY EMPLOYER SECTION 2.40 WORKPLACE HARASSMENT be added, as follows:

2.40. WORKPLACE HARASSMENT

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

Harassment is defined as unwelcomed 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.

Any town employee who believes he or she may have a complaint of harassment may follow the Town's grievance procedure found in CHAPTER V, EMPLOYEE COMPLAINTS AND GRIEVANCES, of the Town's Personnel Policy or should file the complaint within seven (7) days of the occurrence directly with the Mayor or their immediate supervisor. The Town will conduct an investigation into any allegation of harassment. An administrative official of the Town will advise the employee of the outcome of the investigation. The Mayor will take any action he deems necessary to preserve the integrity of the organization and to ensure the efficiency and effectiveness of the Town's operations.

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

SECTION II.

This Ordinance shall take effect from and after the date of its passage and publication, as the law directs, the public welfare of the town of Mount Carmel, Tennessee, requiring it.

ADOPTED this the 27th day of September, 2011.

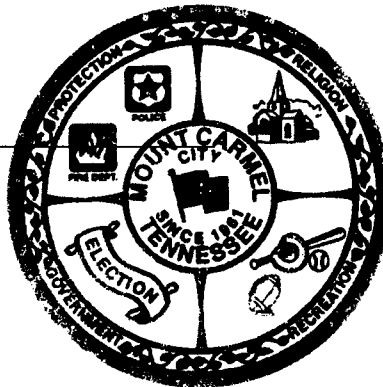


GARY W. LAWSON, Mayor

ATTEST:



MARIAN SANDIDGE, Recorder



APPROVED AS TO FORM:



LAW OFFICES OF MAY & COUP

FIRST READING	AYES	NAYS	OTHER
ALDERMAN EUGENE CHRISTIAN	X		
ALDERMAN LEANN DEBORD	X		
ALDERMAN FRANCES FROST	X		
ALDERMAN KATHY ROBERTS	X		
ALDERMAN THOMAS WHEELER	X		
VICE-MAYOR CARL WOLFE	X		
MAYOR GARY LAWSON	X		
TOTALS	7	0	0

PASSED FIRST READING: September 27, 2011

SECOND READING	AYES	NAYS	OTHER
ALDERMAN EUGENE CHRISTIAN	X		
ALDERMAN LEANN DEBORD	X		
ALDERMAN FRANCES FROST	X		
ALDERMAN KATHY ROBERTS			ABSENT
ALDERMAN THOMAS WHEELER	X		
VICE-MAYOR CARL WOLFE	X		
MAYOR GARY LAWSON	X		
TOTALS	6	0	1

PASSED SECOND READING: October 25, 2011

PUBLICATION AFTER PASSAGE:
DATE: OCTOBER 27, 2011
NEWSPAPER: *Kingsport Times-News*

Subject: Passed Ordinances for the Town of Mount Carmel
From: Marian Sandidge (mariansandidge@yahoo.com)
To: sedwards@timesnews.net;
Date: Wednesday, October 26, 2011 10:47 AM

October 26, 2011

Kingsport Times-News
Classified Advertising Department
P.O. Box 479
Kingsport, TN 37662

RE: Adopted Ordinances for the Town of Mount Carmel

Dear Sheryl:

Please run the following advertisement in the Legal Section one time:

The Town of Mount Carmel, Tennessee, on October 25, 2011, passed the following ordinances:
Ordinance 11-365. An Ordinance Amending the Personnel Policies and Procedures by Adding Section 2.40, "Workplace Harassment."; and **Ordinance 11-366.** An Ordinance of the Town of Mount Carmel, Tennessee, Amending the Fiscal Year 2011-2012 General Fund Budget, Passed by Ordinance No. 11-359.

Should you have any questions or if any additional information is needed, please do not hesitate to call on me.

Sincerely,
TOWN OF MOUNT CARMEL
Marian Sandidge, City Recorder

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Ordinance 11-365. An Ordinance Amending the Personnel Policies and Procedures by Adding Section 2.40, "Workplace Harassment."; and **Ordinance 11-366.** An Ordinance of the Town of Mount Carmel, Tennessee, Amending the Fiscal Year 2011-2012 General Fund Budget, Passed by Ordinance No. 11-359.

Should you have any questions or if any additional information is needed, please do not hesitate to call on me.

Sincerely,
TOWN OF MOUNT CARMEL
Marian Sandidge, City Recorder