

I. POLICY

It is the Agency's policy that any form of abusive, sexist or racist language by any employee of this Agency, by any visitor(s) to this Agency, by any vendor(s) conducting business with this Agency, by any person(s) appearing on Agency property seeking information or assistance from this Agency, or by any person(s) utilizing Agency facilities in the conduct of public meetings will not be tolerated.

II. PROCEDURE

Employees are advised that any violation of this policy by Agency employees, while at work, reporting for work or on Agency premises, will result in immediate and appropriate discipline up to and including dismissal.

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