

Employee Fraternization Policy

'Name of the Company''s Fraternization policy outlines the guidelines on employees forming personal relationships with each other. We don't want to place mindless restrictions on employees dating colleagues, as we understand that freedom of selecting one's partner is an individual's right. But, in the absence of rules and guidelines, romantic relationships between colleagues are likely to impact our workplace negatively. This policy will impose restrictions to maintain workplace activity and command.

Purpose

This Policy aims to guarantee a safe and professional work environment among employees. There is a possibility that work relationships may evolve into romantic relationships because they spend a massive amount of their work time together. For this reason, company policies include specific language regarding fraternization.

Scope

This policy applies to all the employees of 'Name of the Company' regardless of gender or sexual orientation.

For the intent of this policy, "dating" includes **consensual** romantic relationships and sexual relations. Non-consensual relationships represent sexual harassment, and we forbid them strictly.

Dating in the Workplace

If not handled properly, dating colleagues may result in problems. This can happen due to many reasons. The colleagues who are dating may spend a lot of working time talking to each other instead of working. Workplace peace can be disrupted because of fights or breakups of the employees.

To prevent these, we advise the employees to:

- Inform HR when they engage in a romantic or intimate relationship with the colleague.
- Avoid discussing personal issues at the workplace.
- If needed, seek counseling from 'Name or Professional Title of the Person.'
- Despite the status of the relationship, maintain professionalism.

- Take advice from their managers or HR to solve issues, if any.

When grave problems originate between couples, they can set up a meeting with HR or their manager to resolve.

Unacceptable Behavior

Two employees who are in a relationship with one another should behave properly in the workplace. The following is considered unacceptable behavior by '[Name of the Company](#)' and defined as the actions that can be avoided. We define unacceptable behavior as any action that:

- Is offensive to our employees.
- Disrupts our operations.
- Distracts our employees from their work.
- Reduces our employees' work performance.

The employee who is in a romantic relationship should strictly avoid engaging in the following actions while at the workplace:

- Argue after or during the working hours
- Kissing and/or inappropriate touching in front of other employees
- Exchanging an excessive number of non-work-related messages or calls during working hours.
- Making other employees uncomfortable by talking about their relationship in the workplace.

Acceptable Behavior

We understand that you cannot altogether avoid your partner's presence in the same workplace. For this reason, we have a set of actions that are defined as acceptable behaviors. The employees are not restricted from such activities. They are:

- Passing by their partner's office for a non-work-related chat for a short time.
- Discussing their plans as a couple during lunch and break hours.
- Traveling to and from work together.

Actions taken by the company

Employees who display unacceptable behavior will face disciplinary actions, including, but not limited to, termination of the employment.

Employees are obliged to behave appropriately towards their colleagues who date each other.

Victimization or hostility towards employees for any reason is not encouraged by 'Name of the Company.' It includes any gossip, sexual jokes, or inappropriate comments.

Any employees who witness such behavior are liable to report it to HR.

Company's Commitment

Like how we expect employees to comply with this policy, we understand our responsibilities as a company. We will:

Enforce this policy to every employee in the organization, at all levels.

Treat all employees equally without any bias and discrimination

Prohibit victimization, violence, and retaliation

Examine each circumstance separately and study all aspects and aspects before making any decisions

We promise to keep our employees' freedom and rights in mind and to follow the law.

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