



**Colorado Emergency Management Association
Non-Discrimination & Anti-Harassment Policy
v2.11.26**

The Colorado Emergency Management Association (CEMA) is committed to an environment in which all individuals are treated with respect and dignity. Each individual has the right to work and participate as a member or volunteer of CEMA and to participate in CEMA events or activities in a professional atmosphere that promotes equal employment opportunities and prohibits unlawful discriminatory practices, including harassment. Therefore, CEMA expects that all relationships among persons, including staff, officers, directors, members, volunteers and IAEM event attendees to be professional and free of bias, prejudice, bullying, and harassment.

This policy has been enacted by the Board to ensure that all management staff, officers, directors, volunteers, members, and event attendees can actively participate in CEMA's activities in an environment free from unlawful harassment, discrimination, retaliation and other forms of inappropriate and/or offensive conduct. The CEMA Board of Directors will make every reasonable effort to ensure that all concerned are familiar with these policies and are aware that any complaint in violation of such policies will be investigated and resolved appropriately.

Any member of CEMA's management staff, any IAEM officer, director, member, volunteer or CEMA event attendee who has questions or concerns about these policies should talk with the CEMA President or Vice President.

These policies should not, and may not, be used as a basis for excluding or separating individuals of a particular gender, or any other protected characteristic, from participating in any CEMA activities or programs. In other words, no one should make the mistake of engaging in discrimination or exclusion to avoid allegations of harassment. The law and the policies of CEMA strictly prohibit disparate treatment on the basis of sex or any other protected characteristic with regard to participation in CEMA governance, program volunteer or member activities, or other CEMA events or conferences. The prohibitions against harassment, discrimination, and retaliation are intended to complement and further those policies, not to form the basis of an exception to them.

Equal Employment Opportunity

It is the policy of IAEM to ensure equal opportunity to participate as an CEMA officer, director, member, volunteer, or event attendee without discrimination or harassment on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age,



disability, marital status, national origin, citizenship, genetic information, or any other characteristic protected by law. CEMA prohibits any such discrimination or harassment.

Retaliation

CEMA encourages reporting of all perceived incidents of discrimination or harassment. It is the policy of CEMA to investigate such reports promptly and thoroughly. CEMA prohibits retaliation against any individual who in good faith reports discrimination or harassment or participates in an investigation of such reports.

Sexual Harassment

Sexual harassment constitutes discrimination and is illegal under federal, state, and local laws. For the purposes of this policy, “sexual harassment” is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature, including when such conduct has the purpose or effect of unreasonably interfering with an individual’s performance or work as a volunteer or creating an intimidating, hostile, or offensive work or volunteer activity environment.

Title VII of the Civil Rights Act of 1964 recognizes two types of sexual harassment: a) quid pro quo, and b) hostile work or volunteer environment. Sexual harassment may include a range of subtle and not-so-subtle behaviors and may involve individuals of the same or different gender. Depending on the circumstances, these behaviors may include unwanted sexual advances or requests for sexual favors; sexual jokes and innuendo; verbal abuse of a sexual nature; commentary about an individual’s body, sexual prowess or sexual deficiencies; leering, whistling or touching; insulting or obscene comments or gestures; display in the workplace or at association events or meetings of sexually suggestive objects or pictures; and other physical, verbal, or visual conduct of a sexual nature.

Harassment

Harassment on the basis of any other protected characteristic is also strictly prohibited. Under this policy, harassment is verbal, written, or physical conduct that denigrates or shows hostility or aversion toward an individual because of his or her race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, marital status, citizenship, genetic information, or any other characteristic protected by law, or that of their relatives, friends or associates, and that: a) has the purpose or effect of creating an intimidating, hostile or offensive work or volunteer environment, b) has the purpose or effect of unreasonably interfering with an individual’s work or volunteer performance, c) otherwise adversely affects an individual’s employment or volunteer opportunities, or d)



adversely affects an individual's participation in an CEMA sponsored event, activity, or conference.

Harassing conduct includes epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; disparaging jokes; and written or graphic material that denigrates or shows hostility or aversion toward an individual or group.

Bullying

Aggressive behavior in which someone intentionally and repeatedly causes another person injury or discomfort is prohibited as part of CEMA's Anti-Harassment Policy. Bullying can take the form of physical contact, words, or more subtle actions such as making false statements or diminishing their reputation. The bullied individual typically has trouble defending themselves and does nothing to "cause" the bullying. Cyberbullying is verbally threatening or harassing behavior conducted through electronic technology such as cell phones, email, social media, online chats, website forums, or text messaging.

Individuals and Conduct Covered

These policies apply to all staff, officers, directors, members and non-members that participate in any CEMA activities. Conduct prohibited by these policies is unacceptable in the association's business, volunteer, or meeting environments.

Reporting an Incident of Bullying, Harassment, Discrimination or Retaliation

CEMA encourages reporting of all perceived incidents of discrimination, retaliation harassment, and bullying, regardless of the offender's identity or position. Individuals who believe that they have been the victim of such conduct should discuss their concerns with the CEMA President (president@cemacolorado.com) or Vice President (vp@cemacolorado.com)

In addition, CEMA encourages individuals who believe they are being subjected to such conduct to promptly advise the offender that his or her behavior is unwelcome and to request that it be discontinued. Often this action alone will resolve the problem. CEMA recognizes, however, that an individual may prefer to pursue the matter through complaint procedures.

Complaint Procedure

Individuals who believe they have been the victim of conduct prohibited by this policy, or reasonably believe they have witnessed such conduct, should discuss their concerns with the CEMA President or CEMA Vice President. Upon review of the facts, the president or vice



president may refer the matter to the CEMA Board of Directors for further consideration and action.

CEMA encourages the prompt reporting of complaints or concerns so that rapid and constructive action can be taken before relationships become irreparably strained.

Therefore, while no fixed reporting period has been established, early reporting and intervention have proven to be the most effective method of resolving actual or perceived incidents of harassment.

Any reported allegations of discrimination, retaliation, harassment, or bullying will be investigated. The investigation may include individual interviews with the parties involved and, where necessary, with individuals who may have observed the alleged conduct or may have other, relevant knowledge.

CEMA will endeavor to maintain confidentiality throughout the investigatory process to the extent consistent with adequate investigation and appropriate corrective action.

Retaliation against an individual for reporting a perceived incident or for participating in an investigation of a claim is a serious violation of this policy and, like the prohibited behavior itself, will be subject to disciplinary action. Acts of retaliation should be reported immediately and will be promptly investigated and addressed.

Misconduct will be dealt with appropriately. Responsive action may include, but are not limited to, suspension or termination of CEMA membership, censure, removal from office in the case of a CEMA officer or director, removal from a volunteer leadership position such as a committee chair, or revocation or suspension of the privilege of attending or participating in CEMA events or activities. The decision of the CEMA Board of Directors on such matter will be final.

False and malicious complaints (as opposed to complaints that, even if erroneous, are made in good faith) may be the subject of appropriate disciplinary action, including, but not limited to, suspension or termination of membership, removal from office in the case of an CEMA officer or director, removal from a volunteer leadership position such as a committee chair, or revocation or suspension of the privilege of attending or participating in CEMA events or activities.

Updated by the CEMA Board of Directors on February 11, 2026.