



## **I. SEXUAL HARASSMENT POLICY**

It is the policy of the FGP to provide an environment free from sexual and sex-based harassment. It is against the policy of the FGP for any volunteer to sexually harass another volunteer. Generally, sexual harassment or sex based harassment occurs when unwelcome sexual advances become a condition of acting as a FGP volunteer, affects volunteer decisions, or creates an intimidating, hostile, or offensive volunteer environment.

Sexual and sex-based harassment may include:

- requests for sexual favors;
  - unwanted physical contact including touching, pinching or brushing the body;
  - verbal harassment, such as sexual innuendoes, suggestive comments, jokes of a sexual nature,
  - sexual propositions and threats;
  - non-verbal conduct such as display of sexually suggestive objects or pictures.
- a) If a volunteer or volunteer of the FGP believes that he or she has been subjected to sexual harassment, it should be reported immediately to the President of the Board of Directors of FGP or the Director of the FGP.
  - b) All reports of sexual harassment will be promptly and thoroughly investigated, as determined by the President of the Board of Directors. To the extent possible, the names of the complainant and witnesses and the results of the investigation will be kept confidential; however, confidentiality shall not be guaranteed.
  - c) It is a violation of this policy to retaliate against a volunteer for reporting sexual harassment or for cooperating in a sexual harassment investigation. Any such act of retaliation should be immediately reported pursuant to the same procedure used for reporting sexual harassment.
  - d) Any FGP volunteer or third party who is found to have violated this sexual harassment policy including its anti-retaliation provision will be subject to disciplinary action up to and including termination.

## **II. INTERNET USAGE AND ELECTRONIC MAIL POLICY**

The FGP provides internet and email access to its volunteers to improve productivity and provide its volunteers access to volunteer related information. The FGP has established the following guidelines for using e-mail and the internet. The FGP's E-mail and internet may not be used for any non-FGP related purpose without prior authorization. Volunteers are strictly prohibited from using the FGP's email system for any of the following purposes :

- Viewing, transmitting, receiving or storing material that may in anyway be considered obscene.
- Transmitting any messages containing derogatory, harassing or inflammatory remarks about an individual or a group's race, religion, national origin, age, disability or other characteristic.



- Transmitting any abusive, profane or offensive language or any information which the volunteer knows or has reason to be false, misleading or libelous.
- Using the FGP's email system or internet access for any political cause of action.
- Using the FGP-s email system or internet access for personal gain.

All equipment, services, internet and email services provided to volunteers as part of the FGP's computer system constitute the exclusive property of the FGP. Similarly, all information composed, transmitted, received or stored via the FGP's computer system is also considered the property of the FGP. As such, all information is subject to review by the FGP and its session or other third parties without or without notice to the volunteer. Any volunteer who abuses the privilege of using the FGP's email or internet system is subject to discipline up to and including termination.

### **III. POLITICAL**

The FGP does not support or endorse any political person, campaign or party due to its 501c3 status. However, any person or group who wishes to sponsor any FGP activity may do so with full status as any other.

### **IV. BEREVEMENT OR MEMORIALS**

In as much as FGP is a 100% volunteer organization and no person receives financial remuneration for their services, FGP holds the same position for any person who served or serves FGP in any capacity shall not receive any donations for any reason.

### **V. DONATIONS TO OTHERS**

FGP receives donations and grants for the sole purpose of advocating and matching grants only for sidewalks, trails and or paths and shall not donate any of its funds to any other organization except as a result of dissolution.

### **VI. GOLF CARTS**

Indiana allows golf carts on multi-use paths (Granger Paths along Adams are multi-use), unless the County or City states otherwise. St. Joe County does not have a law prohibiting their use (see ordinance #23 adopted April 16, 2019). No other motorized vehicles are allowed including snowmobiles, go-karts, cars or trucks - unless doing maintenance, etc. Golf carts are expected to yield to walkers, runners and bikers except on dedicated Knollwood golf paths. Golf carts must follow all Indiana vehicle laws including age limit, intoxication, and insurance requirements.