

CEDIS Anti-Harassment Policy

Policy Statement:

CEDIS is committed to maintaining a work and research environment free from harassment, where all individuals are treated with dignity and respect. We recognize the importance of fostering a culture that promotes inclusivity and prohibits any form of harassment based on race, color, ethnicity, religion, gender, sexual orientation, gender identity, age, disability, or any other protected characteristic.

Scope:

This policy applies to all employees, contractors, interns, volunteers, visitors, and anyone associated with CEDIS. Harassment is strictly prohibited in all aspects of employment, research, and interactions within the research center.

Definition of Harassment:

Harassment includes, but is not limited to, any unwelcome conduct, comments, jokes, slurs, epithets, or other verbal or physical conduct that creates an intimidating, hostile, or offensive work or research environment. Harassment can be based on any protected characteristic and may occur in various forms, including written, electronic, or visual communication.

Examples of Prohibited Conduct:

1. Verbal harassment, including offensive jokes, slurs, or derogatory comments.
2. Non-verbal harassment, such as unwelcome gestures, visual displays, or intimidation.
3. Sexual harassment, including unwelcome advances, requests for sexual favors, or other verbal, non-verbal, or physical conduct of a sexual nature.
4. Cyber harassment, which includes any form of harassment through electronic communication channels.

Reporting Procedure:

Any individual who believes they have experienced or witnessed harassment should report the incident promptly to their supervisor, manager, or [Designated Reporting Officer/Committee]. Reports can be made in person, in writing, or through CEDIS designated reporting channels.

Investigation Process:

CEDIS will conduct a prompt, thorough, and impartial investigation of all reported incidents of harassment. The investigation will respect the privacy and confidentiality of all parties involved to the extent permitted by law.

Consequences:

Any individual found to have engaged in harassment will be subject to appropriate disciplinary action, which may include counseling, training, reassignment, suspension, termination, or legal action, depending on the severity and nature of the conduct.

Retaliation Prohibition:

CEDIS prohibits any form of retaliation against individuals who report harassment or participate in an investigation. Retaliation is a serious violation of this policy and will be treated as such.

Review and Revision:

CEDIS will periodically review and, if necessary, revise this anti-harassment policy to ensure its effectiveness and compliance with applicable laws and best practices.

Contact Information:

For questions or concerns related to this policy, please contact the Head of Office of CEDIS at cedis@novalaw.unl.pt

We ensure compliance with local laws and regulations.