

# PROHIBITION OF HARASSMENT AND BULLYING [MASSACHUSETTS SUPPLEMENT]



This document supplements the Company's Prohibition of Harassment and Bullying policy in the Commonwealth of Massachusetts. Cast and crew in Massachusetts are expected to read and abide by the Company's Prohibition of Harassment and Bullying policy, as well as the additional information contained in this supplement, which is specific to cast and crew in Massachusetts.

## SEXUAL HARASSMENT IS UNLAWFUL

Although the Company's prohibition of harassment encompasses a broader range of conduct than what is prohibited by law, the legal definition of "sexual harassment" in Massachusetts is "sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when (a) submission to or rejection of such advances, requests or conduct is made either explicitly or implicitly a term or condition of employment or as a basis for employment decisions; (b) such advances, requests or conduct have the purpose or effect of unreasonably interfering with an individual's work performance by creating an intimidating, hostile, humiliating or sexually offensive work environment."

## REPORTING PROCEDURE

If a cast or crew member believes that they have been subjected to sexual harassment, they should report that information to the Company immediately by following the procedures outlined in the Speak Up policy. These procedures include notifying their immediate supervisor, department head, Unit Production Manager, Human Resources and/or Employee Relations partner, or contacting the Disney Guideline at 1-800-699-4870 or [www.disneyguideline.com](http://www.disneyguideline.com). Contact information for Human Resources depends on the cast or crew member's particular production or segment and can be obtained by asking their supervisor or Unit Production Manager.

## RETALIATION IS UNLAWFUL

Retaliation against an individual who has complained about sexual harassment or who has cooperated with an investigation of a sexual harassment complaint is also unlawful and will not be tolerated by the Company.

## DISCIPLINE AND OTHER REMEDIAL MEASURES

If the Company determines that a cast or crew member has engaged in inappropriate conduct, it will take appropriate remedial action, ranging from counseling to termination of employment, or other forms of disciplinary action that the Company deems appropriate under the circumstances.

## LEGAL PROTECTIONS AND EXTERNAL REMEDIES

Beyond the Company's internal Speak Up policy, cast and crew may also choose to pursue legal remedies with the [U.S. Equal Employment Opportunity Commission](#) ("EEOC") and/or the [Massachusetts Commission Against Discrimination](#) ("MCAD").