



Harassment Policy

As noted in the Boise Regional REALTORS®
2024 Policy Manual

BRR reserves the right to revise or change its policies at any time and without prior notice.

5.5 Harassment Policy

Boise Regional REALTORS® is committed to maintaining a professional environment that is free from discrimination and in which members and staff at all levels can devote their full attention and best efforts to the activities of the Association. The Association will not tolerate any form of harassment.

Examples of "harassment" that are covered by this policy include offensive language, jokes or other physical, verbal, written or pictorial conduct relating to the individual's race, color, religion, sex, handicap, familial status, national origin, sexual orientation, gender identity or any other characteristic that is protected by law would make a reasonable person experiencing such behavior feel uncomfortable or harassed.

It is impossible to list every type of behavior that can be considered harassment in violation of this policy. In general, any conduct that could create an offensive environment will be considered harassment in violation of this policy. This is the case even if the offending party did not mean to be offensive. It is essential that all members and staff be sensitive to the feelings of others.

Reporting Harassment

Any individual who feels they have been harassed or witnesses' harassment has a duty to immediately report the alleged harassment so that it may be investigated, and appropriate action taken. This is true whether the alleged harasser is an employee, association member, Officer, or Director. Boise Regional REALTORS® cannot resolve matters about which it does not know.

To report alleged harassment, you must contact the current President of the Association. In the case that he or she is the subject of the allegation, you must contact the next highest-ranking Officer.

Once your report has been received, a prompt and thorough investigation will be conducted. At the conclusion of the investigation the reporting individual will be informed of the action taken, if any. All investigation results will be kept as confidential as possible.

Any member of the Association may be reprimanded, placed on probation, suspended, or expelled for harassment of an association or MLS employee or Association Officer or Director after an investigation in accordance with the policies of the Association. As used in this Section, harassment means any verbal or physical conduct including threatening or obscene language, unwelcome sexual advances, stalking, actions including strikes, shoves, kicks, or other similar physical contact, or threats to do the same, or any other conduct with the purpose or effect of unreasonably interfering with an individual's work performance by creating a hostile, intimidating or offensive work environment. The decision of the appropriate disciplinary action to be taken shall be made by the investigatory team comprised of the President, and President-elect and/or

Chief Executive Officer and one (1) member of the Board of Directors selected by the highest-ranking officer not named in the complaint, upon consultation with legal counsel for the association. Disciplinary action may include any sanction authorized in the association's Code of Ethics and Arbitration Manual. If the complaint names the President, President-Elect or Chief Executive Officer, they may not participate in the proceedings and shall be replaced by the Immediate Past President or, alternatively, by another member of the Board of Directors selected by the highest-ranking officer not named in the complaint.

No recourse will be taken against an individual reporting legitimate harassment or for cooperating in an investigation.

Refer to Article 6 of the Association's Bylaws and the Leadership Handbook for additional information.

5.6 Whistleblower Policy

IRS 990 Form Required Policy

This Whistleblower Policy of Boise Regional REALTORS® (BRR): (1) Encourages staff and volunteers to come forward with credible information on illegal practices or serious violations of adopted policies of BRR; (2) Specifies that BRR will protect the person from retaliation; and (3) Identifies where such information can be reported.

Encouragement of Reporting

BRR encourages complaints, reports, or inquiries about illegal practices or serious violations of BRR's policies, including illegal or improper conduct by the Association itself, by its leadership, or by others on its behalf. Appropriate subjects to raise under this policy would include financial improprieties, accounting or audit matters, ethical violations, or other similar illegal or improper practices or policies. Other subjects on which BRR has existing complaint mechanisms should be addressed under those mechanisms, such as raising matters of alleged discrimination or harassment via BRR's human resources channels, unless those channels are themselves implicated in the wrongdoing. This policy is not intended to provide a means of appeal from outcomes in those other mechanisms.

Protection from Retaliation

BRR prohibits retaliation by or on behalf of BRR against staff or volunteers for making good faith complaints, reports or inquiries under this policy or for participating in a review or investigation under this policy. This protection extends to those whose allegations are made in good faith but prove to be mistaken. BRR reserves the right to discipline persons who have bad faith, knowingly false, or vexatious complaints, reports or inquiries or who otherwise abuse this policy.

Where to Report

Complaints, reports, or inquiries may be made under this policy on a confidential or anonymous basis. They should describe in detail the specific facts demonstrating the basis for the complaints, reports or inquiries. They should be directed to BRR's Chief Executive Officer or Board President; if both of those persons are implicated in the complaint, report, or inquiry, it should be directed to the next highest-ranking officer and/or the association's legal counsel. BRR will conduct a prompt, discreet, and objective review, or investigation. Staff or volunteers must recognize that BRR may be unable to fully evaluate a vague or general complaint, report or inquiry that is made anonymously.