



# OKLAHOMA STATE BOARD OF PHARMACY

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## OKLAHOMA STATE BOARD OF PHARMACY POLICY AGAINST SEXUAL HARASSMENT

It is the policy of the Oklahoma State Board of Pharmacy not to discriminate in any of its employment practices on the basis of political or religious opinion or affiliation, race, creed, color, gender, age, ancestry, marital status or disability, so long as the disability does not render the person unable to do the work for which employed. Any form of unlawful discrimination to which this policy applies in a very serious matter and will not be tolerated.

Sexual harassment is a form of unlawful discrimination based on sex. It may violate other laws (for example, criminal assault). Sexual harassment includes, but is not limited to:

- Unwelcome sexual flirtation;
- Advances or propositions for sexual activity;
- Continued or repeated verbal abuse of a sexual nature, such as suggestive comments and sexually explicit jokes;
- Sexually degrading language to describe an individual;
- Remarks of a sexual nature to describe a person's body or clothing;
- Displays of sexually demeaning objects and pictures;
- Offensive physical contact, such as unwelcome touching, pinching, or brushing the body;
- Coerced sexual intercourse;
- Sexual assault.

Such conduct is unlawful discrimination based on sex when such conduct is explicitly or implicitly a requirement of the individual's employment, or used as a basis for any employment-related decision concerning that individual, or when such conduct has the purpose or effect of unreasonably interfering with the individual's work performance, or creating an intimidating, hostile or offensive work environment.

Sexual harassment will not be condoned or tolerated by the Oklahoma State Board of Pharmacy. Employees are absolutely prohibited from engaging in sexual harassing behavior. Any supervisory employee, employee with authority for personnel matters, or other agent or officer of this agency who knows or should have known that any employee is being subjected to sexual harassment must take immediate corrective action or report the facts to Susan Dozal or to me. *All employees have a duty to immediately report sexual harassment to a supervisor, Susan Dozal or to me.*

Appropriate disciplinary actions will be taken against any employee who causes, engages in, encourages, condones or otherwise permits unlawful sexual harassment, and against any supervisory or other responsible employee who fails to take corrective action as provided above. Such conduct may be grounds for termination of employment with this agency.

Any employee who believes that he or she has been the victim of unlawful sexual harassment may complain of sex discrimination in accordance with the agency's grievance procedure or the complaint may be filed directly with me. Any employee attempting to penalize or retaliate against another employee for filing a complaint, reporting an incident of sexual harassment, or cooperating with an investigation of alleged sexual harassment, will be subject to disciplinary action, up to and including termination of employment with this agency.

It is the responsibility of all employees in this agency, supervisory and non-supervisory, to adhere to this policy and to use all reasonable efforts to further its goals and spirit.

*Bryan H. Potter*

Bryan H. Potter, Executive Director

Date: July 21, 2008