



Sexual Harassment Policy Acknowledgement Form

Preventing Sexual Harassment: Mandatory Training for all RF Employees, PIs, Co-PIs and Authorized Signatories on RF Accounts

The Research Foundation takes very seriously the obligation it has as an employer to develop and implement practices that promote a work environment free from unlawful discrimination, including sexual harassment. We believe it is essential that all RF employees and those who manage them be made aware of their responsibilities and the positive role they can play in promoting and maintaining such a work environment.

Every RF employee and every PI is being asked to participate in a concise interactive computer-based training program that will provide essential information about the topic of sexual harassment. The program will review and discuss the legal principles applicable to sexual harassment, and will provide much useful information, including the type of words and behavior that may be considered inappropriate in the workplace. While the training program will focus specifically on sexual harassment, many of the principles it discusses and illustrates are equally applicable to other forms of discrimination.

The program is mandatory for all RF employees and those who manage them. Only those **PIs** who can document that they have participated in an equivalent training program offered by CUNY within the last two years will be excused. Exempt PIs will be provided and required to review a copy of the Research Foundation’s non-discrimination policy. The RF expects that everyone will cooperate fully in this important training program. Access to the online training module can be found on the home page of the RF CUNY website.

PIs seeking an exemption based on CUNY training should provide proof of compliance to the Office of Sponsored Programs and Research. Your cooperation is appreciated.

I have read the above policy and acknowledge that I have complied or will comply within 30 days.

SIGNATURE

DATE