

1. Scope

1. GBDSA has a policy to protect members against harassment based on gender, sexuality, race, age, and other categories. Additionally, this policy is intended and designed to address other conduct issues affecting participation in the life of the organization. Such issues may include, but are not limited to, exclusion from committees or working groups without just cause, scheduling meetings or events that lead to de facto exclusion from decision making, and/or other actions that compromise democratic participation of all members.
2. The scope of this policy is intended to address as wide a range of conduct-related speech and actions as possible.

2. Grievance Process

1. Initial complaints: GBDSA encourages its members to resolve disputes informally as quickly as possible. If this proves unsuccessful, a complainant should submit a written grievance to the Harassment and Grievance Office (HGO) within thirty days of the incident, though the grievance officers may accept a written grievance later if they believe there are extenuating circumstances.
2. Members serving as Harassment and Grievance Officers (HGOs) receive and respond to grievances as described in this policy.
3. Upon receipt of a written grievance, the HGOs will investigate the grievance. The HGO may offer mediation, which would have to be accepted by both complainant and accused. If mediation is successful, the complainant agrees to withdraw the grievance.
4. If mediation is not accepted or fails, the HGO will fully investigate the complaint, speaking to both complainant and accused, as well as witnesses as necessary. The HGO will evaluate all responses and prepare a report which will summarize the investigation and will recommend action or penalty to the Steering Committee within the following 30 days, if practical. When submitted to the Steering Committee, a copy of the report will also be sent to the complainant and to the accused.
5. The Steering Committee will render its decision, including any penalties, within the following 30 days.

3. Harassment and Grievance Officer Responsibilities

The HGO will:

1. Receive, acknowledge receipt of, and archive all written submissions and referrals relative to the grievance;

2. Contact the complainant to obtain any more details felt necessary, contact the accused to notify them of the accusations and obtain their feedback, request an opportunity to mediate the dispute, and failing that, request the accused's written response;
3. If mediation is not agreed to or fails, conduct any necessary investigation of the grievance;
4. Determine whether the complaint is "credible". A complaint is considered "credible" if in the HGOs' opinion the allegation more likely than not occurred;
5. Present its findings to the Steering Committee in a written report including, if necessary, a recommendation for disciplinary action. This report is also shared with the complainant and accused.
6. Compile a yearly report that details:
 - 6.1. How many grievances were filed;
 - 6.2. How many were successfully mediated;
 - 6.3. How many disciplinary or other corrective actions were taken; and
 - 6.4. Any recommended changes for making the reporting system more effective.
 - 6.5. This report will not include personally identifying information of any parties in any dispute.

4. Steering Committee Resolution of Complaints

Standards for Determining if a Report is Credible

GBDSA's Steering Committee (excluding any of its members who are party to the case) will find the factual allegation in a report is "credible" if in the Steering Committee majority's opinion it more likely than not occurred.

Remedies and Penalties

1. If the Steering Committee finds the report to be credible, they are authorized to carry out or recommend actions included but not limited to the following:
 - 1.1. A formal discussion between the accused and the Steering Committee to develop a plan to change the aggrieved behavior(s) while preserving the accused as a GBDSC member who will hopefully strengthen the chapter;
 - 1.2. Requirement that the accused follow up with the complainant to apologize for the grieved behavior;
 - 1.3. Engagement in a restorative justice practice with facilitation by the HGO;
 - 1.4. Required training for the accused on anti-oppressive practices;
 - 1.5. Suspension or removal from chapter organizational events, chapter committees or workgroups; or
 - 1.6. Suspension for a set time period or permanent removal from GBDSC.
2. The appropriate form of relief will be determined by, among other things, the request of the accuser, any history of non-positive interactions by the accuser with the accused or by the accused with the accuser, the severity of the offense, and the accused's relevant

behavioral history.

5. Appeal Process

1. The complainant and the accused each have 30 days to appeal a decision in writing.
2. The appeal shall be directed to the National Grievance Officer. The Harassment and Grievance Office will provide the address to which the appeal should be sent.
3. The grounds for appeal are:
 - 3.1. Either party believes the behavior did not occur or was not interpreted properly;
 - 3.2. Procedural errors, misconduct, or conflicts of interest affected the fairness of the outcome; and/or
 - 3.3. The remedy or penalty determined by the Steering Committee was disproportionate to the violation committed.

6. Retaliation

1. This policy prohibits retaliation against any member for bringing a complaint pursuant to this policy. This policy also prohibits retaliation against a person who assists someone with a complaint, or participates in any manner in an investigation or resolution of a complaint. Retaliatory behaviors include but are not limited to threats, intimidation, reprisals, and/or adverse actions related to organizing. If any party to the complaint believes there has been retaliation, they may inform the HGO which will conduct an investigation and provide the results of that investigation along with any recommendations which may include a penalty to the GBDSCA Steering Committee.