

**WHITNEY OAKS COMMUNITY ASSOCIATION
ANTI-DISCRIMINATION/ANTI-HARASSMENT
POLICY AND COMPLAINT PROCEDURE**

Objective

Whitney Oaks Community Association (the "Association") is committed to a housing environment in which all individuals are treated with respect and dignity. Each individual has the right to reside in an atmosphere that is free of unlawful discriminatory practices, including harassment. Therefore, the Association expects that all relationships among persons in Whitney Oaks will be free of bias, prejudice, and harassment.

The Association has developed this policy to ensure that all members and residents can live in an environment free from unlawful harassment, discrimination, and retaliation. The Association will make every reasonable effort to ensure that all concerned are familiar with these policies and are aware that any complaint in violation of such policies will be investigated and resolved appropriately.

The law and the policies of the Association prohibit disparate treatment on the basis of any protected characteristic, with regard to terms, conditions, privileges, and perquisites of housing. The prohibitions against unlawful harassment, discrimination, and retaliation are intended to complement and further those policies, not to form the basis of an exception to them.

Equal Housing Opportunity

It is the policy of the Association to ensure equal housing opportunity without unlawful discrimination or harassment on the basis of race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, familial status, marital status, disability, veteran or military status, genetic information, national origin, source of income as defined in subdivision (p) of Section 12955 of the California Government Code, ancestry, or any other characteristic protected by law. The Association prohibits any such unlawful discrimination or harassment.

Reports and Retaliation

The Association encourages reporting of all perceived incidents of unlawful discrimination or harassment. It is the policy of the Association to promptly and thoroughly investigate such reports. The Association prohibits retaliation against any individual who reports unlawful discrimination or harassment or participates in an investigation of such reports.

Harassment

Unlawful harassment on the basis of any other protected characteristic is also strictly prohibited. Under this policy, unlawful harassment may be verbal, written, or physical conduct that denigrates or shows hostility or aversion toward an individual because of their race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, familial status, marital status, disability, veteran or military status, genetic information, national origin, source of income as defined in subdivision (p) of Section 12955 of the California Government Code, ancestry, or any other characteristic protected by law, or that of their relatives, friends, or associates, and that: (a) has the purpose or effect of creating an intimidating, hostile or offensive housing environment, (b) has the purpose or effect of unreasonably interfering with an individual's housing.

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Unlawful harassing conduct includes epithets, slurs, or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes; and written or graphic material that denigrates or shows hostility or aversion toward an individual or group.

Individuals and Conduct Covered

These policies apply to all residents, whether related to conduct engaged in by residents, managers, or by someone not directly connected to the Association (such as, an outside vendor or consultant).

Complaint Procedure

Individuals who believe they have been the victims of conduct prohibited by this policy or believe they have witnessed such conduct should discuss their concerns with the Association's management.

The Association encourages the prompt reporting of complaints or concerns so that rapid and constructive action can be taken before relationships become irreparably strained. Therefore, while no fixed reporting period has been established, early reporting and intervention have proven to be the most effective method of resolving actual or perceived incidents of unlawful harassment.

Any reported allegations of unlawful harassment, discrimination, or retaliation will be investigated promptly by the Association's management. The investigation may include individual interviews with the parties involved and, where necessary, with individuals who may have observed the alleged conduct or may have relevant knowledge. Said investigation will take place within thirty (30) days of the formal reporting of the claim. The claimant will be advised of the conclusions reached by said investigation.

The Association and its management will maintain confidentiality throughout the investigatory process to the extent consistent with adequate investigation and appropriate corrective action.

Retaliation against an individual for reporting unlawful harassment or discrimination or for participating in an investigation of a claim of unlawful harassment or discrimination is a serious violation of this policy and, like unlawful harassment or discrimination itself, will be subject to disciplinary action. Acts of retaliation should be reported immediately and will be promptly investigated and addressed.

Misconduct constituting unlawful harassment, discrimination, or retaliation will be dealt with appropriately.

If a party to a complaint does not agree with its resolution, that party may appeal to the Board.

False and malicious complaints of unlawful harassment, discrimination, or retaliation (as opposed to complaints that, even if erroneous, are made in good faith) may be the subject of appropriate disciplinary action.

The Association adopted this policy to ensure compliance with Section 100.7(a)(1)(iii) of 81 FR 63054, the final rule adopted by the United States Department of Housing and Urban Development Department, Fair Housing Act (42 U.S.C. §3601 et seq.), Fair Employment and Housing Act (Civ. Code §12900 et seq.), and the Unruh Civil Rights Act (Civ. Code §51).