Harassment and Discrimination in the Workplace
Objectives

- Define harassment and discrimination
- Review Perrigo’s zero-tolerance stance for discriminatory or harassing behavior
- Discuss the various types of harassment
- How to report inappropriate comments or behavior
- Review the benefits of a positive work environment
What is Harassment?

- Harassment means to trouble, worry or torment someone on a persistent basis.

What is Discrimination?

- Discrimination occurs when a person or group of people are treated differently from another person or group of people.

Both are prohibited by law when focused on a protected status (such as race, sex, religion, national origin, age, disability and others).
Zero Tolerance Policy

Any employee violating Perrigo’s Positive Work Environment Policy will be subject to disciplinary action up to and including discharge.
Who Do Our Policies Apply To

- Perrigo could be held legally responsible even if the offender is not a Perrigo employee
  - Contractors
  - Customers
  - Suppliers
  - Service People
Sexual Harassment

- Any unwelcome sexual advance including:
  - Verbal or physical behavior of a sexual nature
  - Direct or implied requests for sexual favors
  - Sexually oriented conduct which creates a hostile or offensive work environment
- Quid Pro Quo
- Consensual relationships have turned into harassment cases

BASED ON PERCEPTION VS. INTENTION
Social Media

- Facebook, Twitter, LinkedIn, email, text messages, blogs, etc...
- Could translate into several forms of harassment
- Policy violation even though it occurs outside of the workplace
Is It Appropriate or Not?

To determine if a specific comment or behavior could be interpreted as discriminatory or harassing, ask yourself the following questions:

- Is it highlighting someone’s differences in a comment or behavior?
- Is a joke /comment being made about a particular group of people or an individual?
- Is someone joining in on an inappropriate conversation someone else has started?
- How would you feel if your spouse, parent or child were subjected to these types of words or behavior?
- Does what is being said, need to be said at all?
Reporting Guidelines

If you feel uncomfortable by a comment or behavior, tell the other person and ask them to stop - this usually works! We encourage you to resolve the issue with the employee first.

Your supervisor is there to coach and guide you through resolving issues. Please contact them for help.

After you’ve involved your supervisor, if the issue is not resolved to your satisfaction please contact your facility manager or Human Resources Manager.

If there should be a condition which causes you to not feel comfortable with this course of action, then Perrigo supplies a confidential and anonymous tool called, “EthicsPoint”. You can reach this tool through perrigo.ethicspoint.com or 1-855-826-5540.
Resolution Commitment

Once an employee registers a formal complaint:

- A Human Resources Manager will be assigned to investigate the complaint.
- You will receive a timely response to your concerns.
- You will not be penalized for voicing a complaint in good faith.
- Retaliation against an employee for making a formal complaint is strictly prohibited.
Benefits of a Positive Work Environment

- Enhanced teamwork and mutual respect
- Improved productivity and sense of accomplishment
- Employee retention and competitive edge
- Lawsuit avoidance
Summary

- Everyone has a responsibility to make Perrigo a positive place to work.
- Think before you speak or act - Don’t say or do things that may be offensive to others.
- Perrigo has a zero-tolerance stance on violations to the Positive Work Environment Policy.
- Report policy violations to your Supervisor, Plant Manager, Human Resources Manager, or “EthicsPoint”.
- Every complaint is taken seriously and acted on.
Please contact your HR representative with questions or concerns!