



# Central Casting

## HARASSMENT POLICY

It is **Central Casting** policy that all extra performers work in an environment that is free of all forms of discriminatory harassment, including sexual harassment and harassment based upon race, color, religion, national origin, age, or any other characteristic protected by applicable state or federal law. Prohibited forms of discriminatory harassment include, but are not limited to, oral, physical or visual harassment.

For purposes of this policy, unwelcome sexual advances, requests for sexual favors, remarks or jokes of a sexual nature, and other verbal or physical conduct of a sexual nature constitute sexual harassment when: (i) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (ii) employment decisions concerning an individual are based on whether the person submitted or rejected the harassing action; and/or (iii) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance, or creating an intimidating, hostile, or offensive working environment, even where it leads to no tangible or economic job consequences. Employees who violate this policy are subject to discipline up to and including immediate discharge of employment.

Because **Central Casting** does not exercise control over production sets, extra background performers should promptly report all incidents of alleged discrimination or discriminatory harassment by co-workers, supervisors or non-employees to Steve Spiker. **Central Casting** encourages all extra performers to report any incidents of discrimination or harassment immediately so that complaints can be quickly and fairly resolved. The law protects you from any retaliation for reporting or participating in the investigation of discrimination or discriminatory harassment. To the extent possible, a prompt and thorough investigation of the alleged incident will be conducted.

## ACKNOWLEDGMENT OF RECEIPT

RE: SEXUAL HARASSMENT POLICIES

Please complete by signing the bottom portion and return with your registration form.

**(Please print full name)**

I \_\_\_\_\_, Hereby acknowledge the receipt of the **Central Casting Sexual Harassment Information Sheet** and realize that it is my responsibility to read it in detail so that I clearly understand the material.

\_\_\_\_\_  
Registrant's Signature

\_\_\_\_\_  
Date

220 S. FLOWER STREET, BURBANK, CALIFORNIA 91502

Social Security # \_\_\_\_\_