

# Williamson County Fair Volunteer Rules & Regulations



## **ALCOHOL & DRUGS**

Alcohol and drugs in any form are not allowed anywhere on the Williamson County AgExpo Park property (herein called the "Premises"). Failure to comply will result in intervention by the Williamson County Sheriff's Department and/or the Franklin Police Department, and such violator will be removed from the Williamson County Ag Expo Park.

## **PERSONAL PROPERTY**

**I. PERSONAL PROPERTY** Any property brought onto the Premises by any exhibitor, employee, patron, volunteer or vendor or its employees or workers, shall be at the sole risk of the exhibitor, employee, patron, volunteer or vendor or its employees or workers, and the Williamson County Fair Association, Inc. (herein called the "Association") is not liable for and assumes no responsibility for any loss to said property by reason of fire, theft, water or damages from any other source

**II. ABANDONED PROPERTY** Any property remaining on the Premises or any property stored by the Association, which has not been claimed by any exhibitor, employee, patron, volunteer or vendor or its employees or workers within two (2) days after the last day of the Williamson County Fair (herein called the "Fair") shall be deemed abandoned by the exhibitor, employee, patron, volunteer or vendor or its employees or workers. At Association's option, Association may: (i) take possession of it and treat it as its own property and utilize it, or destroy it or otherwise dispose of it, or (ii) store it at Vendor's sole expense and risk. Vendor hereby waives any right to claim the value thereof or damages therefore. Vendor shall be liable to Association for: (i) the cost incurred by Association in disposing of or destroying the abandoned property and (ii) the cost of storing it if Association elects to store it for Vendor.

## **DISCRIMINATION AND HARASSMENT**

**I. PURPOSE** It is the policy of the Association to provide a work and entertainment environment free of discrimination and harassment based upon race, color, religion, sex, national origin, age, disability, veteran status or any other basis protected by applicable federal, state or local law.

**II. SCOPE** This policy applies to any and all employees, exhibitors, volunteers, vendors, and patrons of the Fair.

**III. DEFINITIONS** In accordance with the purpose, the Association prohibits, forbids, and does not tolerate any exhibitor, employee, patron, vendor, or volunteer (regardless of gender, race, national origin, religion, age or disability), harassing any exhibitor, employee, patron, vendor, or volunteer or creating a hostile or intolerable working and/or family entertainment environment by exhibiting, committing or encouraging:

1. Ethnic or racial slurs and other verbal or physical conduct relating to a person's race, color, religion, national origin or disability, when such harassment unreasonably interferes with a person's work performance or creates an intimidating work environment or unfriendly family entertainment environment;
2. Material such as pornographic or sexually or racially explicit posters, calendars, graffiti or objects;
3. Unwanted, unwelcome, and unwarranted sexual advances or propositions, including but not limited to, requests, comments or innuendos regarding sex, race or any prohibited criteria, including jokes, gestures, statements or stalking related to sex or any prohibited criteria;
4. Intentional or malicious physical conduct that is sexual in nature, including but not limited to touching, pinching, patting, bruising, and/or pulling against another's body or clothes; and
5. Physical assaults on other employees, volunteers, vendors, or patrons including but not limited to rape, sexual battery, molestation, or any attempt to commit such act or assaults.

Conduct such as the examples listed above, or any other conduct based upon gender, color, race, religion, national origin, age, disability or veteran status will constitute harassment when:

1. Submission to the conduct is either an explicit or implicit term or condition of employment; or
2. Submission to or rejection of the conduct is used as a basis for an employment decision affecting the person rejecting or submitting to the conduct; or
3. The conduct, whether or not directed at the affected individual, has the purpose or effect of unreasonably interfering with an affected person's work performance, or creating an intimidating, hostile or offensive work or family entertainment environment.

## **IV. RESPONSIBILITY**

Each Committee Chairperson shall be responsible for giving this policy and statement wide distribution to their respective committee members. A copy of the policy will be provided to any and all employees, volunteers, or vendors, and all exhibitor, employee, vendor, or volunteer shall be required to familiarize him/herself with the policy. All exhibitors, employees, vendors, or volunteers will be informed that discrimination and harassment are forms of misconduct and that discipline will be enforced against individuals engaged in discrimination or harassment and against supervisory and managerial personnel who knowingly allow such behavior to continue. The Association thereof shall document receipt of this policy and understanding in a file for each employee, volunteer and vendor for future reference.

**V. PROCEDURE FOR REPORTING  
DISCRIMINATION OR HARASSMENT**

The Association in no way condones or supports any form of discrimination or harassment and considers it to be a very serious offense which could result in severe disciplinary action against the offender. The Association complaint procedure strives for an immediate, thorough, and objective investigation of any claim of unlawful or prohibited harassment, appropriate disciplinary action against one found to have engaged in prohibited harassment, and appropriate remedies for any victim of harassment. A claim of harassment may exist even if the employee, volunteer or vendor has not lost a job or some economic benefit. In keeping with this, the following procedure is instituted by the Association to provide victims of discrimination or harassment adequate internal recourse to halt such behavior.

1. Any exhibitor, employee, vendor, or volunteer who believes that he or she has been subject to discrimination or harassment, or if he or she is aware of the harassment of others, he or she should immediately provide a verbal or written complaint to a member of the Legal Affairs/Risk Management Committee, as soon as possible. The complaint should be as detailed as possible, including the names of individuals involved, the names of any witnesses, direct quotations when language is relevant, and any documentary evidence (notes, pictures, cartoons, et cetera).
2. A committee member shall immediately investigate the complaint. Such an investigation shall be performed in as confidential a manner as possible while assuring a thorough investigation. Only those individuals essential to the investigation of the complaint as provided in this policy shall be involved in the investigation. A finding that any exhibitor, employee, vendor, or volunteer has harassed another exhibitor, employee, vendor, or volunteer shall be grounds for disciplinary action, up to and including termination of employment, any contracts between the Association and vendor, or removal from any competition, depending upon the seriousness of the offense. A finding that any supervisor has engaged in discriminatory conduct shall be grounds for disciplinary action, up to and including termination, depending upon the seriousness of the offense.
3. Any patron who subjects an exhibitor, employee, vendor, or volunteer, or another patron to harassment while attending the Fair shall be informed of this policy by a member of the Incident Committee. Other action may be taken as appropriate to assure the exhibitor, employee, vendor, or volunteer, or patron will not be subjected to continuing harassment.
4. No exhibitor, employee, vendor, or volunteer shall be subjected to retaliation of any kind as a result of reporting perceived discrimination or harassment. Appropriate action shall be taken to ensure that retaliation does not occur.
5. This policy shall be reviewed by legal counsel at least every two years, and shall be revised as necessary to ensure compliance with applicable law. Legal counsel shall certify in writing upon each two-year review that the policy continues to comply with applicable law.