



Harassment Complaint Procedure

The Catholic Charities is committed to providing a work environment that is free of unlawful harassment. In furtherance of this commitment, Catholic Charities strictly prohibits all forms of unlawful harassment.

If an employee feels that he or she is being harassed in violation of the company's Discrimination and Harassment Prevention policy <https://ccpaterson.org/anti-harassment-procedure> by another employee, supervisor, manager or third party doing business with Catholic Charities, the employee should immediately contact any supervisor (via email, telephone or in-person) or directly to the Human Resources Director Hope Eder at 973-557-9217.

Employees' notification to Catholic Charities is essential in preventing workplace harassment. Employees may be assured that they will not be penalized in any way for reporting a harassment or discrimination problem. It is unlawful for an employer to retaliate against employees who oppose the practices prohibited by Federal and State law. Similarly, the company prohibits employees from hindering its internal investigations or its internal complaint procedure.

In order to allow our agency to prevent and correct harassing and discriminatory conduct, it is essential that employees use the reporting procedure and that the agency receive information about every instance of such conduct in a timely manner. Accordingly, every employee should understand that under no circumstances should an employee believe that he or she cannot or should not report any discrimination, harassment, workplace bullying or retaliation. Do not allow an inappropriate or unlawful situation to continue by not reporting it, regardless of who is creating that situation. No person in our company, not even the CEO, is exempt from this policy.

To report incidents, employees may use the form below.
