



Chicago, IL Addendum to PSSI's Sexual Harassment Policy

Effective July 1, 2022, the City of Chicago, IL passed a law requiring that all employers have a written policy on sexual harassment made available to all team members. PSSI has its own policy against Unlawful Harassment and Discrimination within the Team Member Handbook (*pg. 6-9*); however, there are requirements specific to Chicago's sexual harassment laws that are not included within PSSI's policy. The required information specific to Chicago is as follows:

I. Updated Definition of "Sexual Harassment"

Effective June 4, 2022, "sexual harassment" means any:

- (i) Unwelcome sexual advances or unwelcome conduct of a sexual nature;
- (ii) Requests for sexual favors or conduct of a sexual nature when
 1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; or
 2. Submission to or rejection of such conduct by an individual is used as the basis for any employment decision affecting the individual; or
 3. Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment; or
- (iii) Sexual misconduct, which means any behavior of a sexual nature which also involves coercion, abuse of authority, or misuse of an individual's employment position.

II. Training Requirements

Effective July 1, 2022, employers in the City of Chicago are required to provide annual sexual harassment training to team members and management:

- i. Non-supervisory team members must participate in a minimum of one (1) hour of sexual harassment prevention training annually.
- ii. Anyone who supervises or manages team members must participate in a minimum of two (2) hours of sexual harassment prevention training annually.
- iii. All team members must participate in one (1) hour of bystander training annually.

III. Additional Resources for Filing Sexual Harassment Complaints

In addition to PSSI's internal reporting methods, team members have the right to file charges of sexual harassment with the government agencies listed below. All external charges of discrimination in which PSSI is identified as a respondent should be immediately directed to Human Resources, which can be done by calling the Corporate Human Resources Department at **(888) 871-6335** or by reporting to the Customer Care Line at **(844) 880-0009** or **WeCare.pssi.com**.



Chicago Commission on Human Relations

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Chicago, IL 60654

312-744-4111

312-744-1081 (fax)

www.Chicago.gov/CCHR

cchr@cityofchicago.org

U.S. Equal Employment Opportunity Commission (EEOC)

Chicago District Office

230 South Dearborn St., Suite 1866

Chicago, Illinois 60604

321-872-9744

866-740-3953 (TTY)

<https://publicportal.eeoc.gov/Portal/Login.aspx>

Illinois Department of Human Rights

555 W. Monroe Street, Suite 700

Chicago, IL 60601

312-814-6200

312-740-3953 (TTY)