

# Fermilab

March 2, 1999

TO: PPD Department Head  
FROM: John Cooper  
SUBJECT: PPD Implementation of Fermilab's Anti-Harassment Policy

Last July every Fermilab employee received a copy of the Laboratory's Anti-Harassment policy. Additional training for every employee will occur soon. These changes were prompted by recent court cases involving sexual harassment in the workplace.

Recently, I became aware that people within PPD were following a 1993 Research Division ruling on the content allowed in posters displayed in the workplace. This 1993 ruling is no longer sufficient, so I am conveying to you here some more detailed instructions on such posters.

Effective immediately, posters, calendars, photographs, cartoons, and all similar such material cannot show nude people, scantily clad people, people in bathing suits, or people fully clothed posing in a suggestive manner. This includes calendars issued by many of our tool vendors. This includes reproductions of "acknowledged" art works and photographs of family members if those photographs meet the above mentioned criteria. This includes pictures of all sizes, even a tiny item. If you have a question about a specific item, then it is "questionable" and you should just take it down.

The act of posting such material can be construed by some viewers as contributing to a hostile work environment. We cannot allow this in the workplace. The courts have indicated that supervisors allowing such postings are permitting a hostile or offensive work environment.

This is not a negotiable issue. It is also not an issue for recriminations against those who have been following the old procedure. It is simply a matter of making sure our workplace now meets modern standards.

Please pass this information on to your employees and ask all supervisors to inspect the workplace for such items. Supervisors should ask employees to remove the items from our work areas.

**I expect all such items to be removed by March 8, 1999.**

Cc: K. Van Vreede  
D. Engram