Facilities Services is a values-based organization that is committed to fostering a working culture of inclusion and embracing elements of diversity in the workplace. This means all employees are required to treat each other and all of the university community with respect and courtesy. The Facilities Services values are baseline expectations for ways of working together and serving the university community. The Skills for Success are essential for individual and organizational success.

Elements of Diversity
Age, Culture, Educational Level, Employee Status, Job Function, Gender, National Origin, Physical Ability, Race, Regional Origin, Veteran Status, Religion, Sexual Orientation, Political Preference, Thinking Style

STATEMENT OF INTOLERANCE
In the Facilities Services organization, no negative verbal or written communication or actions about any individual or group of individuals based on any element of diversity or personal characteristics will be tolerated. Specific examples of unacceptable behavior include, but are not limited to:

- Any racial slurs, hostile language, or other insulting nicknames or names.
- Racial or sexual jokes told while on the job.
- Jokes or verbal comments that degrade an individual because of sexual orientation or gender identity.
- Personal or insulting verbal attacks against a person that includes any derogatory comment in relation to race, sexual orientation or gender identity, whether that individual is present or not.
- Electronic communications with any degradation or personal attack of any individual or group based on race, culture, religion, sexual orientation, gender identity, or other group associations.
- Obvious physical gestures of disapproval behind the back of or in the presence of any individual because of sexual orientation, gender identity, race, religion, or disability.
- Denying any individual any opportunity or benefit authorized, for example a job promotion, training or developmental opportunities, participation in a project, an all-inclusive event, benefits, awards, or other opportunities.
- Making comments of a sexual manner or any physical advances.
- Physical contact in any hostile or threatening manner.
- Taunting or provoking of an individual or group in a mean-spirited manner.
- Participating in or leading others to degrade an individual or group because of personality conflicts or past issues.

If you witness this type of event, please visit the following website for resources to help you address concerns in the workplace: http://www.fs.cornell.edu/hr/div_inc.cfm.

Cornell University employees are prohibited by university policy and by state and federal law from engaging in behaviors that create an offensive, hostile, or intimidating working environment. These behaviors interfere with and undermine our divisional values and relationships that must exist between the Cornell community members in order to maintain a positive and productive work environment. As a university employee, each person is responsible for establishing and maintaining a professional relationship with others in full compliance with Divisional Values, Skills for Success, university policies, and applicable laws.