

# Employee Fraternization Policy

[Name of the Company](#)'s fraternization policy sets out guidelines for personal relationships between employees. We do not want to place pointless restrictions on colleagues who date, because choosing a partner is a personal right. But without clear guidelines, romantic relationships between colleagues can hurt the workplace. This policy sets the limits needed to keep work running smoothly and in order.

## Purpose

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This policy aims to keep the workplace safe and professional. Colleagues spend a great deal of time together, so some work relationships may become romantic. That is why company policy addresses fraternization directly.

## Scope

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This policy applies to all employees of [Name of the Company](#), regardless of gender or sexual orientation.

In this policy, "dating" means consensual romantic relationships and sexual relations. Non-consensual relationships are sexual harassment and are strictly forbidden.

## Dating in the Workplace

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If it is not handled well, dating between colleagues can cause problems. Couples may spend working time chatting instead of working, and arguments or breakups can disrupt the workplace for everyone. To prevent this, we advise employees to:

- Tell HR when they begin a romantic or intimate relationship with a colleague.
- Avoid discussing personal issues at work.
- Seek counseling from [Name or Professional Title of the Person](#) if needed.
- Stay professional, whatever the status of the relationship.
- Ask their manager or HR for advice if issues come up.

If serious problems arise between a couple, they can set up a meeting with HR or their manager to resolve them.

## Unacceptable Behavior

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Two employees in a relationship should behave properly at work. [Name of the Company](#) considers the following unacceptable, and it can all be avoided. Unacceptable behavior is any action that:

- Offends our employees
- Disrupts our operations
- Distracts employees from their work

- Lowers employees' work performance

An employee in a romantic relationship should avoid the following at work:

- Arguing, during or after working hours
- Kissing or inappropriate touching in front of other employees
- Exchanging an excessive number of non-work messages or calls during working hours
- Making colleagues uncomfortable by talking about the relationship at work

## Acceptable Behavior

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We understand you cannot avoid your partner entirely when you work in the same place, so some behavior is explicitly acceptable. Employees are not restricted from:

- Stopping by a partner's office for a short, non-work chat
- Talking about their plans as a couple during lunch and breaks
- Traveling to and from work together

## Actions Taken by the Company

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Employees who display unacceptable behavior will face disciplinary action, which can include termination of employment.

Employees must behave appropriately toward colleagues who date each other.

[Name of the Company](#) does not allow victimization or hostility towards employees for any reason. That includes gossip, sexual jokes and inappropriate comments.

Employees who witness such behavior should report it to HR.

## Company's Commitment

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Just as we expect employees to follow this policy, we recognize our own responsibilities as a company. We will:

- Apply this policy to every employee, at all levels.
- Treat all employees equally, without bias or discrimination.
- Prohibit victimization, violence and retaliation.
- Look at each situation on its own and consider all sides before making any decision.
- Keep employees' freedom and rights in mind and follow the law.