MONTIBELLO OWNERS ASSOCIATION, INC
ABUSE AND HARASSMENT POLICY

Policy Purpose: To help ensure courteous and respectful behavior from residents and their guests to other homeowners, residents and guests; and to all management personnel or contractors and their employees hired by the Board of Directors on behalf of Montibello Owners Association, Inc.

This policy is intended to provide guidance and to deter actions that would be considered vulgar, racist or used to incite violence or tumultuous conduct. To provide a process to discourage and/or deal with situations where abuse or harassment occurs.

This policy is not intended to prevent anyone from notifying the police where personal safety may be at risk.

Abuse and Harassment Defined:
The incidents covered by this policy include, but are not exclusively limited to:

- Bullying or verbal abuse, including yelling, using emotionally charged language or profanity, threats of physical violence
- Non-verbal gestures of a threatening, vulgar or obscene nature, including pointing objects that may be perceived as dangerous. Stalking of residents, management personnel or contractors and their employees by such means as prolonged staring, taking of photos or videos, generally disrupting their work
- Vandalism
- Use of vehicle noises; i.e. excessive revving of engine, honking, that is directed at any resident or personnel working on the property.
- Actions in leaving the scene of an incident and/or taking steps to elude efforts to enforce a policy
- Contacting contractors or their employees on site or at their offices with such frequency that it would constitute harassment or using bullying or verbal abuse

Procedure to Be Followed:
Any resident, management company employee, contractor or their employees who are subjected to any of the above behaviors shall notify Lambeth Management immediately. All parties may be required to complete an Incident Report Form. This form can be found on the Lambeth Management website – www.lambethmanagement.com – under Montibello. Lambeth Management and/or the Board of Directors will review and respond as appropriate based on the violation and circumstances.

Cost of Proceedings and Legal Fees:
In any legal or administrative proceeding arising between the Association and an owner or occupant because of an alleged default or violation of the governing documents by an owner or occupant, the Association is entitled to recover all costs and reasonable attorneys' fees incurred.