



January 2, 2018

Dear UConn Vendor:

The University of Connecticut has recently been made aware of certain incidents by vendors that the University interprets as sexual harassment within our community.

In accordance with the University's policy prohibiting discrimination and harassment, "sexual harassment may involve the behavior of a person of either sex relative to a person of the opposite or same sex, and occurs when such behavior constitutes unwelcome sexual advances, requests for sexual favors, and other unwelcome verbal or physical behavior of a sexual nature" We encourage you to review this policy in full – it can be accessed online: <https://policy.uconn.edu/2015/12/29/policy-against-discrimination-harassment-and-related-interpersonal-violence/>.

UConn is strongly committed to maintaining a safe and unthreatening environment for all students, faculty, staff and visitors. Any incident deemed as harassment is unacceptable. This includes actions such as unwelcome verbal comments ("catcalling") and other unwanted conduct of a discriminatory and/or sexual nature (such as leering, jeering, comments based on race, national origin, sex, religion, etc.). Vendors, contractors and other third parties who commit such acts of Prohibited Conduct may have their relationships with the University terminated and/or their privileges of being on University premises withdrawn.

As the University values its relationship with your organization, it is our expectation that you will discuss and emphasize these conduct principles on an ongoing basis with any employees who work on, deliver/provide services to, or attend functions at any of the UConn campuses. It is the University's expectation that you will deliver appropriate training to any employees working on any of our campuses. If your organization is found to be in violation of this policy at any time, your relationship with the University may be terminated.

The University values your continued support and appreciates your assistance in deterring unwelcomed and/or threatening behavior. We thank you for your cooperation in this regard as UConn strives to provide a safe and welcoming environment for all.

Regards,

A handwritten signature in blue ink, appearing to read "Matthew A. Larson", with a stylized flourish at the end.

Matthew A. Larson
Director of Procurement Services