

**INTERNAL
COMMUNICATION FORM**

DEPARTMENT OF HUMAN SERVICES

Suspense

Subject: ZERO TOLERANCE

Originator: R. Mello, DYFA/x69531

To: All HYCF Staff

From: Acting OYS EDIR

Date: 10/9/15

Memo No. 1

Re: ZERO-TOLERANCE

In accordance with the Prison Rape Elimination Act (PREA) of 2003, henceforth OYS/HYCF has implemented a zero-tolerance policy concerning all forms of sexual abuse and sexual harassment towards: (1) a youth by another youth, or (2) a staff member on a youth, in any HYCF facilities and any contracted facilities operating under direct control or under contract. All references to staff members will include contractors and volunteers to include interns paid or donate time and services.

A "zero-tolerance" policy means that sexual abuse and sexual harassment in any form is strictly prohibited and all allegations of such conduct will be investigated. Any retaliation against individuals for reporting an incident is also prohibited.

All reports of PREA incidents based on sexual abuse or sexual harassment, including retaliation against individuals for reporting, will be subject to the administrative disciplinary processes. The matter will be referred to the Honolulu Police Department (HPD) to conduct a criminal investigation, unless the allegation does not involve potentially criminal behavior.

OYS/HYCF is committed to the safety of any youth assigned to its care. OYS/HYCF shall maintain a zero-tolerance standard and will act to prevent and eliminate any sexual contact, harassment, abuse, assault or misconduct of any youth under its supervision or care through proper screening, assessment, classification, housing, youth education, staff training, investigation and administrative discipline and prosecution of alleged sexual misconduct.

Youth under the custody of the OYS/HYCF are never regarded as being able to consent to any kind of relationship. No matter who initiates the contact or how "consensual" the relationship is, it is considered a rule violation by youth and an abuse of power by staff. OYS/HYCF will respond to all reports of sexualized behavior or abuse as nonconsensual, regardless of perception, rumor, appearance, or participant disclosure.



Acting OYS EDIR