

Pleasant Office Environment Agreement



Founding

The Pleasant Office Environment Committee and Agreement was born on January 22, 2004 in the Center for Criminal Justice Research located at California State University, San Bernardino. The founding members of POE are: Jill Christie, Stefanie Balchak, and Dominique Biven.

Introduction

This agreement has been developed and agreed upon by those signed below otherwise known as the employees of the Center for Criminal Justice Research, hereafter referred to as lab rats. Participants of the Pleasant Office Environment Agreement, hereafter known as the POE agreement, must adhere to all rules and regulations within this contract throughout their tenure with this institution.

Article I. Flags

Two flags, one red and one yellow, will be given to each lab rat. These flags are to be used only as described below. Lab rats shall display a yellow flag in plain site within their workspace if they are having a “testy” day. Testy shall be defined as: stressed out emotionally (i.e. family issues), physically (i.e. lady problems) or mentally (i.e. you cannot get the *^! computer to do what you want). Red flags are to be displayed if you have a deadline or pressing issue that day. Flags shall not be displayed at random, but instead must only be used when these situations arise. All lab rats are responsible for being conscientious enough to observe other lab rats’ flags. Failure to observe someone’s flag, and thereby interrupting him or her can result in a disciplinary action (see the office Policy Manual). It is advised that red flag displayers be left alone entirely and yellow flag displayers are only approach if necessary or if they initiate the interaction.

Article II. Cussing

Since our Center is technically a serious place of business, cussing is not an appropriate or spirit raising habit to exercise within its walls. Therefore, the following words have been assigned fines.

Mother F*^#@	\$1.50	B%^#*	\$0.10
F*^@	\$1.00	A##	\$0.10
S^#@	\$0.10	God Dammit	\$0.10
Dic*	\$0.10	Whore	\$0.50

Any combination of words including the “f” word (called an F-combo) \$1.50

Any combination of words including “Mother F” (called and MF-combo) \$3.00

Other combos or inappropriate word-strings \$0.50

Hand gestures that depict any violation of the above will be a \$0.50 fine.

Another lab rat must hear the violation for it to count. The lab rat that hears said violation shall write the name of the violator, words said, and date. This note shall be placed in the green flower vase on the Center lunch table. Notes are to be paid at the end of the quarter meeting. Funds collected through the cuss vase will be added up at the end

of the quarter and spent on an activity agreed upon by a majority vote of all lab rats for that quarter.

Refusal to pay for a violation will result in meeting of all lab rats to decide on appropriate disciplinary action. Such actions could be: defrosting of the freezer, dusting of the Center, cataloguing of the library, time out in the TV closet, food servant for the week, and/or wearing of a dunce hat or other embarrassing paraphernalia.

Article III. Gender & Racial Issues

Any language or actions that can be considered offensive to a specific gender or race/ethnicity are not allowed within the Center or during Center functions. Violators of this rule shall be brought before the council for punishment, which can include a possible monetary fine and be required to attend a gender or racial awareness program hosted by the sensitivity training officer. Any problems that arise regarding these issues in a serious matter should be referred to the Center Policy Manual for resolution.

Article IV. Causing of Stress

Any lab rat that causes emotional stress to another lab rat shall be brought to the council for a resolution of the situation and for potential training (sensitivity, communication, etc) to be conducted by an officer appointed by council. In the case that serious issues arise consult the Center Policy Manual for resolution.

Article V. Meetings

Meetings of POE signers can be called if needed for the purpose of reviewing an incident, assigning punishments, and making amendments. Meetings must be planned one week in advance and all members to the agreement must be notified. If a member cannot be present they must assign another member to designate their vote.

Article VI. Amendments

Amendments can be added to this agreement if agreed upon by a majority vote of the Center staff when called to session for this reason.

Article VII. Signatures

By signing your name below you are agreeing to all terms and conditions listed in the Pleasant Office Agreement.

Date

Employee Signature

Employee Name (Printed)