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## Incident Report Racism, Discrimination, and Harassment

**Anti-Racism/Diversity Statement:** New Repertory Theatre will create internal organizational systems, processes, structures and cultures that encourage any person to engage with us. In creating an equitable culture, we actively seek diversity, inclusivity and accessibility because we want the stories of all people to be reflected in the stories we tell in our productions.

In an effort to reduce harm, create accountability, and correct behavior, we encourage our community to report all incidents of racism, discrimination, and harassment. Each incident will be reviewed by New Rep’s Inclusion, Diversity, Equity, Accessibility, and Accountability (IDEAA) Committee, to ensure that appropriate actions are taken.

Employees of New Rep should additionally consult the policies and procedures, including the policies and procedures for reporting harassment and discrimination, set forth in New Rep’s Employee Handbook and New Rep’s Anti-Harassment/Discrimination Policy.

**REPORTER:** Please return this completed form by email to [incident@newrep.org](mailto:incident@newrep.org), by hand to any New Rep staff member, or by mail to New Rep at 80 Elm St. Watertown, MA 02472 as soon as possible. You may also complete this form online at <https://www.newrep.org/idea-resources/>.

Reporters may have been directly involved in or witness to an event. Reporters may remain anonymous if they wish, but please keep in mind that this will prevent us from following up with you directly.

### Incident Type – Definitions

**Racism:** A belief that race is a fundamental determinant of human traits and capacities, and that racial differences produce an inherent superiority of one race over another; also, policies or actions based in this belief.

**Harassment:** Harassment is unwelcome conduct that is based on race, color, religion, creed, national origin, ancestry, sex (including pregnancy), gender (including gender identity, gender nonconformity and status as a transgender or transsexual individual), sexual orientation, age (40 and over), physical or mental disability (including mental illness), citizenship, genetic information, domestic violence victim status, past, current, or prospective service in the uniformed services, or any other characteristic protected under the law (“protected characteristics”).

**Discrimination:** Unfair or unfavorable treatment based on a protected characteristic.

**Exclusion:** Actions or policies which block BIPOC folx from full participation in our community.

**Microaggression:** A statement, action, or incident regarded as an instance of indirect, subtle, or unintentional discrimination against members of a marginalized group, such as a racial or ethnic minority.

**Macroaggression:** Large-scale or overt aggression toward those of a certain race, culture, gender, etc.; contrasted with microaggression.

**Policy/Procedural Violation:** A violation of the policies and procedures as stated in New Rep’s IDEAA Action Plan.



