

Welcome to WorkSource!

Code of Conduct

All customers and employees of WorkSource have the right to an environment that is safe and respectful, free from unsolicited, unwelcome, and derogatory comments or conduct. The Code of Conduct clarifies the standards of conduct and appropriate behavior expected while receiving services or programs.

All customers are expected to follow the code of conduct. Failure to do so may cause you to be asked to leave the facility, discontinue a telephone call, or exit a virtual platform/application.

Please avoid:

- Harmful verbal or physical conduct that manifests bias or prejudice towards others with regards to race, ethnicity, sex, gender identity/gender expression, sexual orientation, age, religion, national origin, disability, culture, language, or dialect.
- Using profane, abusive language or gestures.
- Behaving in an abusive, disorderly or violent manner.
- Displaying lewd, obscene or offensive clothing, gestures or language.
- Disturbing others with cell phones, music or loud conversations.
- Smoking, vaping or being under the influence of drugs or alcohol.
- Harassing others or inappropriately displaying affection.
- Consuming food or beverages.
- Using WorkSource, its equipment or software for anything other than job-search or training-related activities.
- Entering non-public areas of the facility without a staff escort.
- Violating federal, state or local law.
- Refusing to follow WorkSource staff instructions to stop disruptive behavior.

WorkSource is an adult learning environment. Children must be supervised by an adult and may not be disruptive. Dress and personal hygiene must be socially acceptable. Service animals are permitted under the control of their owner, as provided in the American with Disabilities Act (ADA).

If a customer is interfering with your experience, please contact a WorkSource employee for assistance.

We appreciate your cooperation in following these rules.



A proud partner of the  American Job Center network

WorkSource is committed to providing a safe, comfortable environment for our customers and staff.

WorkSourceWA.com

WorkSource is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay Service: 711