## Community Resource - Workplace Bullying and Harassment Policy

Credit: This specific policy comes from the ‘Operational Health and Safety Manual’ provided in full in the XXX section by the Ha-ma-yas Stewardship Society.

**Purpose**

The purpose of this policy is to establish procedures to minimize and/or prevent violence and unacceptable behavior in the workplace and to foster the safety and security of all employees, clients and visitors to our work sites.

**Workplace conduct**

Bullying and harassment is not acceptable or tolerated at any workplace. All employees will be treated in a fair and respectful manner. In the event of a violent incident or unacceptable behavior perpetrated by an employee, the Fist Nation will provide corrective action to the employee, up to and including discharge for cause.

Retaliation or reprisals are prohibited against any employee who has come forward under this policy, or has provided information regarding a complaint. Any retaliation or reprisal is subject to immediate corrective action, up to and including termination. Alleged retaliation or reprisal are subject to the same investigative procedures and penalties as complaints of harassment

**Bullying and Harassment**

(a) includes any inappropriate conduct or comment by a person towards an employee that the person knew or reasonably ought to have known would cause that employee to be humiliated or intimidated, but

(b) excludes any reasonable action taken by an employer or supervisor relating to the management and direction of employees or the place of employment.

Examples of conduct or comments that might constitute bullying and harassment include verbal aggression or insults, calling someone derogatory names, harmful hazing or initiation practices, vandalizing personal belongings, and spreading malicious rumors.

**Employees must:**

* not engage in the bullying and harassment of other employees
* report if bullying and harassment is observed or experienced
* apply and comply with First Nation policy, procedures and training programs on bullying and harassment

**Scope**

This policy statement applies to all employees, including permanent, temporary, casual, contract, and student workers as well as visitors, clients and suppliers.

It applies not only during working time, but to activities on or off of First Nation premises which could reasonably be associated with the workplace (e.g., social events or living in camp).

It applies to interpersonal, electronic communications, and social media such as email.