

HUMAN RESOURCES CODE

8 EMPLOYEE RESPONSIBILITIES

8.3 HUMAN RIGHTS: POLICIES OF RESPECT

8.3.3 HARASSMENT POLICY

(The policy portion must be copied exactly from the “Harassment Policy” under Human Resources Policies in Section 5 of this manual.)

Harassment is a serious issue. It creates feelings of uneasiness, humiliation and discomfort. It is an expression of perceived power and superiority by the harasser(s) over another person. It is behaviour which the harasser knows, or reasonably ought to have known, is offensive.

LAMP endorses and will apply the standards of the Ontario Human Rights Code and the Occupational Health & Safety Act regarding harassment in employment. LAMP's policy on harassment is all-inclusive. This policy covers the actions of staff, volunteers, program participants and clients.

LAMP will endeavour to provide a harassment-free environment. Mutual respect, cooperation, and understanding must be the basis of interaction among staff, community members and clients. LAMP will neither tolerate nor condone behaviour that is likely to undermine the dignity or self-esteem of an individual, or create an intimidating, hostile or offensive environment.

(Please see HR Code Appendix 5: Complaint Procedure and also definitions of harassment in the “Harassment Policy” in Section 5.)

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8 EMPLOYEE RESPONSIBILITIES

8.3.3 HARASSMENT POLICY (continued)

DEFINITIONS

PERSONAL HARASSMENT:

Behaviour by any person that is directed at or is offensive to another person on any ground prohibited by the Ontario Human Rights Code or LAMP's Inclusion Policy and non-discrimination policy.

Harassment may take the form of:

- Written or verbal abuse, intimidation or threats
- Practical jokes which intentionally or not result in embarrassment or insult.
- Vandalism of personal property.
- Exclusion from workplace activities.
- Patronizing or condescending behaviour.

SEXUAL HARASSMENT:

Conduct, which includes unwelcome sexual advances, requests for sexual favours and other verbal or physical conduct, which interferes with an individual's work or creates an intimidating or unpleasant work environment.

Examples of sexual harassment may include but not be limited to:

- The display of sexually offensive material,
- Insults or jokes of a sexual nature,
- Inappropriate remarks about a person's physical appearance,
- Sexually suggestive gestures,
- Comments about an individual's sex life,
- Unwelcome touching or leering.

RACIAL OR ETHNIC HARASSMENT:

In keeping with LAMP's Inclusion Policy, racial or ethnic harassment includes behaviour that may be subtle, intentional or unintentional and may include but not be limited to:

- Unwelcome remarks, jokes, innuendos or taunting about a person's racial or ethnic background, cultural practices, colour, place of birth, citizenship or ancestry.
- Displaying racist, derogatory, or offensive pictures or material.
- Refusing to converse or work with a person because of his or her racial or ethnic background.
- Insulting gestures or practical jokes based on racial or ethnic grounds which cause embarrassment or awkwardness.