

NUMBER: 2.5
TITLE: ANTI-HARASSMENT
APPROVED: May 22, 2012 **REVISED: March 24, 2015**
SECTION: Overarching Policies, Procedures and Protocols

SACHA is committed to providing an organizational environment that is free from harassment, discrimination and violence where personal worth and dignity are respected.

The anti-harassment policy is in effect at all locations where organizational activities are conducted. This policy applies to all who work (paid or unpaid) at SACHA and individuals who receive services from SACHA. SACHA will ensure that all members and service users have access to this policy.

SACHA's anti-harassment policy complies with the Ontario Human Rights Code which is intended to protect provincial residents against harassment within multiple contexts including employment and service provision.

Definitions:

Harassment

SACHA adheres to the Ontario Human Rights Code definition of harassment as "engaging in a course of vexatious comment or conduct that is known or ought reasonably to be known to be unwelcome".

The Code describes harassment as a course of conduct or comment, which can be words or actions that insult or humiliate a person because of sex, disability, race, colour, creed, sexual orientation or other prohibited grounds. SACHA extends prohibited grounds of harassment to include (but not be limited to):

- Ancestry
- Citizenship
- HIV status
- Gender Identity
- Record of offences that would not prevent an individual from working at SACHA
- Place of origin
- Religion
- Marital status
- Ethnic origin
- Age
- Family status
- Creed
- Number of dependents
- Appearance

SACHA further recognizes that harassment can include one incident or a series of incidents; it may be directed at specific individuals or targeted against groups. It includes comments or conduct that violates another's human rights. It has the intent or effect of offending, humiliating or intimidating.

Examples of Harassment

Harassment includes but is not limited to:

- Racial or ethnic slurs
- Unwelcome sexual remarks, invitations or requests
- Jokes or taunts against a person or group on prohibited grounds
- Displays of sexist, racist or other offensive or derogatory material
- Unnecessary and non-consensual physical contact
- Abuse of authority or position of power
- Refusal to cooperate or work with other staff because of their social identity

PROCEDURES:

1. In keeping with its ethical and legal responsibilities, SACHA will treat all complaints of harassment as a serious matter. All complaints will be investigated utilizing the Formal Complaints Policy and Procedure – Internal (#2.7).
2. Organizational failure to respond to complaints appropriately and in accordance with the Formal Complaints Policy and Procedure – Internal (#2.7) is considered a violation of the duty to create a harassment free environment and may be considered harassment. Any person found responsible for harassment could be dismissed from employment/volunteering or denied access to services.
3. The process to bring forward a complaint is in the Formal Complaints Policy and Procedure – Internal (#2.7).