

## **Workplace Harassment Policy**

FilmOntario is committed to providing a work environment in which all workers are treated with respect and dignity. Workplace harassment will not be tolerated from any person in the workplace, including all workers, volunteers, members and visitors.

Workplace harassment means (a) engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably be known to be unwelcome; or (b) workplace sexual harassment. Harassment may also relate to a form of discrimination as set out in the Human Rights Code, but it does not have to.

Reasonable action taken by the employer relating to the management and direction of workers or the workplace is not workplace harassment.

Workers are encouraged to report any incidents of workplace harassment. The Managing Director is the designated investigator for FilmOntario.

Management will investigate and deal with all complaints or incidents of workplace harassment in a fair, respectful and timely manner. Information provided about an incident or about a complaint will not be disclosed except as necessary to protect workers, to investigate the complaint or incident, to take corrective action or as otherwise required by law.

Managers, supervisors and workers are expected to adhere to this policy, and will be held responsible by the employer for not following it. Workers are not to be disciplined for reporting an incident in good faith or for participating in an investigation involving workplace harassment.

Nothing in this policy prevents or discourages a worker from filing an application with the Human Rights Tribunal of Ontario on a matter related to Ontario's Human Rights Code within one year of the last alleged incident. A worker also retains the right to exercise any other legal avenues that may be available.

Approved by FilmOntario Board of Directors.

July, 2018.

The workplace violence policy should be consulted whenever there are concerns about violence in the workplace.