

Waterfront Place Harassment Policy

Waterfront Place, in co-operation with Providence Property Management and our employees is committed to a health, harassment-free work environment for all employees. *Waterfront Place* has developed a company wide policy intended to prevent harassment of its employees and to deal quickly and effectively with any incident that might occur.

Harassment is an unwelcome physical, visual or verbal conduct. It is against the law. Harassment may include but not be limited to verbal or practical jokes, insults, threats, personal comments. It may take the form of posters, pictures or graffiti. It may involve touching, striking, pinching or any unwelcome physical contact. Any behaviour that insults or intimidates is harassment; if a reasonable person should have known that the behaviour was unwelcome.

The Human Rights Code protects everyone within provincial jurisdiction from harassment and other forms of discrimination on the basis of race, religion, sex (including pregnancy and sexual orientation), marital status, physical disability, political opinion, colour of ethnic, national or social origin and age.

Waterfront Place, will not tolerate harassment on the basis of any of these protected grounds and will follow our obligations provided by the Criminal Code of Canada.

Signed: _____

Date: _____

Violence in the Workplace

Waterfront Place will take a firm stand on maintaining a workplace free of violence. Violence and harassment in any form, verbal, physical or sexual in nature, will not be tolerated.

Offenders could be subject to disciplinary action.

Even the smallest amount of harassment in the workplace can affect morale, productivity, and effect the quality of life of owners and residents.

If you feel that you are being harassed in some way, let the harasser know that his/her behaviour is unwelcome and you want it to stop. If it doesn't stop, make notes of times, places and nature of the harassment and report it to Providence Property Management.

All incidents of this type will be held in strictest confidence and dealt with in a concerned and respectful manner.

Signed: _____

Date: _____