



Hazelton Manor Violence and Harassment Policy

Purpose:

To ensure that employees at Hazelton Manor have a work environment that is free of violence and harassment of any kind. Management has taken measures to assess the workplace for violence and have put in procedures to assist in controlling this risk in an effort to protect all employees.

Policy:

The management of Hazelton Manor is committed to the prevention of workplace violence and harassment and is ultimately responsible for workers' health and safety. Acts or threats of harassment or physical violence, including intimidation, bullying and/or coercion which occur on company property or at company sponsored events, are considered misconduct and will not be tolerated. Hazelton Manor has zero tolerance for workplace violence or harassment of any kind and appropriate action will be taken, whether such conduct is perpetrated by an employee, manager, contractor, customer supplier or visitor.

Workplace violence is defined in the Occupational Health and Safety Act as follows:

- The exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury;
- An attempt to exercise physical force against a worker in a workplace that could cause physical injury to the worker; and or
- A statement of behaviour that is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker.

Workplace harassment as defined in the Occupational Health and Safety Act means

- Engaging in a course of vexatious comment or conduct against a worker that is known or thought reasonable to be known to be unwelcome.

Forms of violence may include but are not limited to:

- Direct or indirect threats of violence, actual and attempted acts of physical violence, including actions such as hitting, punching, slapping or kicking; carrying a weapon
- Use of or threats to use force
- Domestic violence wherein it may affect the safety of employees or customers
- Other acts of physical aggression, such as deliberate destruction of or damage to property, especially where such actions are meant to intimidate one or more individuals

Forms of harassment may include but are not limited to:

- Harassment based on the prohibited grounds under the Human Rights Code, which include: sex, religion, sexual orientation, disability, race
- Repeatedly making remarks, jokes or innuendos that demean, ridicule, intimidate, or offend with malicious intent
- Displaying or circulating offensive materials i.e. print or electronic form
- Bullying (verbal, emotional or physical) i.e. subtle methods of coercion, real or perceived abuse of imbalance of power
- Inappropriate suggestions, inferences, comments or behaviour
- Repeated offensive or intimidating phone calls or e-mails
- Inappropriate sexual touching, advances, suggestions or requests.

Supervisors will adhere to this policy and are responsible for ensuring that measures and procedures are followed by workers and that workers have the information that they need to protect themselves.

Any acts of violence, threats of violence or harassment in the workplace are unacceptable and will give rise to disciplinary actions, up to and including termination. Hazelton Manor is committed to the prevention of workplace violence and harassment and to responding appropriately if workplace violence or harassment does occur.



Proprietor

Jan 05, 2026

Date