

Violence and Harassment Policy

<i>Topic</i>	Health and Safety
<i>Authority</i>	Board
<i>Related Documents</i>	Alberta Occupational Health and Safety Code, Part 27 WBRL Workplace Violence and Harassment Prevention Directive

Wood Buffalo Regional Library (WBRL), in its efforts to provide a positive, comfortable, and professional environment, does not tolerate any form of workplace violence or harassment directed by, or at, any Library employee by another employee, Supervisor or Manager, Board member, or member of the public.

Definitions

Violence (whether at a work site or work-related) is the threatened, attempted, or actual conduct of a person that causes or is likely to cause physical or psychological injury or harm, and includes domestic or sexual violence.

Harassment is any single incident or repeated incidents of objectionable or unwelcome conduct, comment, bullying, or action by a person which the person knows or ought reasonably to know will or would cause offence or humiliation to a worker, or adversely affect the worker’s health and safety.

Harassment includes a sexual solicitation or advance, as well as conduct, comment, bullying, or action because of race, religious beliefs, colour, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status, gender, gender identity, gender expression, or sexual orientation.

Harassment does not include any reasonable conduct of an employer, manager, or supervisor in respect to the management of workers or a work site.

Complainant is the person who has made a complaint about another individual who they believe committed an act of violence or harassment against them.

Respondent is the person whom another individual has accused of committing an act of violence or harassment.

Commitment

The Regional Municipality of Wood Buffalo Library Board is committed to:

- Investigating reported incidents of workplace violence or harassment in an objective and timely manner.
- Taking necessary steps and corrective action.
- Providing appropriate support.

Incidents of workplace violence and harassment are reported and investigated per the Joint Health and Safety Committee’s Workplace Violence and Harassment Prevention Directive.

The Board is committed to preventing acts of workplace violence or harassment on its premises and ensuring that complainants are free from reprisal for bringing forward any concerns or claims.

History

Created: June 17, 2020.

Revised: April 19, 2022. April 19, 2023.