



## Workplace Bullying Sample Policy

The **NAME OF ORGANIZATION** is committed to providing a collaborative working environment in which all individuals are treated with respect and dignity. It is further recognized that every individual has a right to work in an environment that is free from workplace bullying. Workplace bullying harms, intimidates, offends, degrades or humiliates an employee and is not acceptable.

This Policy applies to all members of the ORGANIZATION, including but not limited to: employees, residents/clients/patients, volunteers, visitors, contractors, and employees of other organizations who work on or are invited onto the property. All members of the ORGANIZATION are accountable for complying with this Policy and maintaining a bullying free environment. Work premises extend to any place where work or work-related duties or functions are performed including work by means of telephone, written or electronic communication. Activities such as excursions are considered as part of the workplace, as are conferences and training.

Procedures have been developed to ensure that workplace disputes attributed to workplace bullying in any form are dealt with quickly. These procedures supplement the **ORGANIZATION'S** philosophy of a respectful workplace and its obligations under the Nova Scotia Occupational Health and Safety Act and will be applied with due care and attention to the process and individuals involved.

Where allegations relate to discrimination on the basis of a ground prohibited by the NS Human Rights Act (i.e. age; race; colour; religion; creed; sex; sexual orientation; gender identity; gender expression; physical disability or mental disability; an irrational fear of contracting an illness or disease; ethnic, national or aboriginal origin; family status; marital status; source of income; political belief, affiliation or activity), they are addressed using the Organization's appropriate Policy and Operating Procedure.