The City of Kenora
Workplace Harassment Policy

The management of the City of Kenora is committed to providing a work environment in which all individuals are treated with respect and dignity. Workplace harassment will not be tolerated from any person in the workplace. Everyone in the workplace must be dedicated to preventing workplace harassment.

Workplace harassment means:

- engaging in a course of vexatious comment or conduct against a worker in a workplace -- a comment or conduct that is known or ought reasonably to be known to be unwelcome.

Harassment may also relate to a form of discrimination as set out in the Ontario Human Rights Code, or as contained in City of Kenora Policy HR 1-4, "Anti-Harassment"

There is a Workplace Harassment Program that implements this policy. It includes a process for workers to report incidents, or raise concerns, a means of investigating alleged incidents of harassment, and a means for disciplining the instigators.

This policy is not intended to limit or constrain the reasonable exercise of management functions in the workplace.

Workers are encouraged to report any incidents of workplace harassment. Management will investigate and deal with all concerns, complaints, or incidents of workplace harassment in a fair and timely manner while respecting workers' privacy as much as possible.

Nothing in this policy prevents or discourages a worker from filing an application with the Human Rights Tribunal 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.

Training, instruction and information in the contents of the program will be ongoing and documented.

Signed: _____ _____

Mayor CAO

Date: _____