

Self-Represented Litigant's Society – Policy – Bullying & Sexual/General Harassment

Policy:	Bullying & Sexual/General Harassment
Effective Date:	Jan 2016
Date Last Reviewed:	Feb 2016
Scheduled Review Date:	Jan 2017
Supersedes:	All previous Policies and/or Statements
Approved by:	Board

PURPOSE:

The Self-Represented Litigant's Society ("SRLS") is committed to maintaining a safe and thriving atmosphere between all stakeholders.

SCOPE:

This policy outlines the conduct of SRLS staff, Board, volunteers, members and service users with respect to bullying, sexual harassment and general harassment.

POLICY STATEMENTS:

Responsibilities and guidelines

All persons involved with SRLS are to be respectful of every person engaged in SRLS activities. All persons involved with SRLS shall avoid any type of harassing behaviour (e.g., sexual, physical, verbal, psychological, etc.).

SRLS defines psychological harassment as:

“Troubling behaviour that manifests itself in the form of conduct, verbal comments, actions or gestures characterized by the following four criteria:

- Behavior is repetitive
- Behavior is hostile or unwanted
- Behavior affects another person's dignity or psychological integrity
- Behavior results in a harmful work environment”

Members involved in harassment

Any SRLS members that are shown, upon review, to be involved in any type of above-mentioned harassment may have their membership suspended, revoked or terminated. This action would forfeit any Annual Dues paid to SRLS. Engaging in this type of behaviour would not preclude SRLS from continuing to offer services to this person again; however, continued harassment may be grounds toward having SRLS issue a

Trespass Notice, contact authorities to file a police report or take other actions it sees just to deter the alleged harassment.

Staff/Volunteers involved in harassment

Any SRLS staff/volunteer/Board member that are shown, upon review by a committee of two (2) or more staff or Board members, to have engaged in above-mentioned harassment may be released from his or her respective position or may be disciplined in a manner that is both educational and fitting to the nature of the alleged conduct. SRLS front line members are entrusted to be role models and coaches and should be held to a higher standard than their peers are.

SRLS service users

An appropriate staff member of SRLS shall, first verbally caution any SRLS service user that engages in the above-mentioned behaviour. If it continues, SRLS staff or Board shall issue written notice with to that person outlining the reasons that the person's behaviour is unwelcomed and may warrant further legal action. Finally, if the behaviour still persists and the Service User ignores the previous warnings, a Trespass Notice shall be issued to that person, all services with that person will be terminated without refund and police may be notified.

SRLS human rights compliant

SRLS staff, volunteers, Board and service users are to be supportive of an inclusive atmosphere without discrimination toward any person, particularly discrimination based on race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status, disability or conviction for a criminal offence. It is the goal of SRLS to educate persons and provide them with opportunities for growth and therefore, immediate dismissal or termination of service is not appropriate. If discrimination or harassment occurs between SRLS stakeholders, it is SRLS's goal to educate those persons about how to modify said unwelcomed behaviours and to empower them to make healthier choices in the future.

Modifications to this or other policies

The SRLS is committed to ensuring that its policies, practices and procedures are consistent with and promote the core principles of dignity, independence, integration and equality.