



Policy

Saskatoon & Area - Occupational Health & Safety

Number: 54-001

Title: Psychological Hazard: Harassment

Saskatchewan Employment Act: 3-35, 3-37

OHS Regulation: 3-25

Date: January 1 2017

Date Revised/Reaffirmed: December 2, 2021

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Purpose

- Every employer is required to implement a policy to prevent harassment in the workplace
- To uphold the SHA values of respect and compassion in ensuring all workers work in a harassment-free workplace

Definition

“**Harassment**” means any inappropriate conduct, comment, display, action or gesture by a person that is based on race, creed, religion, colour, sex, sexual orientation, marital status, family status, disability, physical size or weight, age, nationality, ancestry or place of origin; or adversely affects the worker’s psychological or physical well-being and that the person knows or ought reasonably to know would cause a worker to be humiliated or intimidated; and constitutes a threat to the health and safety of the worker.

Roles and Responsibilities

Employer must ensure:

- Every reasonably practicable effort to ensure that no worker is subjected to harassment
- A harassment-free workplace is promoted by changing processes to minimize conflict or potentially harassing encounters

Manager/Supervisor must ensure:

- That roles and responsibilities of all workers are being met, as well as applicable legislation and/or standards
- To take responsibility for their own actions and behaviour. When in doubt, do not say it, do not do it.
- All workers have an opportunity to Respect and Dignity consultation
- A harassment-free workplace is promoted by changing processes to minimize conflict or potentially harassing encounters

Worker must ensure:

- To take responsibility for their own actions and behaviour. When in doubt, do not say it, do not do it.
- All incidents of harassment is reported to the Safety Alert System/Incident Reporting Line

Orientation & Training

- Training in Respect and Dignity

Non-Compliance/Breach:

Non-compliance with this policy will result in a review of the incident. A review for non-compliance may result in disciplinary action, up to and including termination of employment or privileges; fines and /or prosecution of individuals under the Saskatchewan Employment Act and OHS Regulations.

References

- [Bully and Harassment in the Workplace](#) from LRWS
- SHA Policies, Respectful Workplace, Harassment <https://documentfinder.saskhealthauthority.ca/en>

Review Dates:

January 1, 2017

April 5, 2018

June 19, 2019

December 2, 2021