

Wheatbelt Natural Resource Management Incorporated

Harassment, Discrimination and Bullying Policy

Policy Name:	Harassment, Discrimination and Bullying Policy
Policy Number:	4.4
Policy Version Number:	V2.0
Policy Category:	Human Resource Management
Contact Officer:	Chief Executive Officer
Date Approved by the Board of Management:	9th August 2018
Date of Last Review:	Not Applicable
Period Until Next Review:	36 months from the approved date or as required.
Related Legislation:	<p>Age Discrimination Act 2004 (Commonwealth)</p> <ol style="list-style-type: none"> 1. Equal Opportunity for Women in the Workplace Act 1999 (Commonwealth) 2. Equal Opportunity Act 1984 (Western Australia) 3. Disability Discrimination Act 1992 (Commonwealth) 4. Occupational Safety and Health Act 1984 (Western Australia) 5. Racial Discrimination Act 1975 (Commonwealth) 6. Sex Discrimination Act 1984 (Commonwealth) 7. Work Place Relations Act 1996 (Commonwealth) 8. Fair Work Act 2009 9. Human Rights Commission Act 1986 (Commonwealth)
Related Wheatbelt NRM Policies or Procedures:	<ol style="list-style-type: none"> 1. 2.1 Code of Conduct Policy 2. 4.1 Grievance Resolution Policy 3. 6.1 Occupational Safety and Health Policy

1. Definitions

“Bullying” means unreasonable behaviour directed towards a worker or group of workers that creates a risk to health and safety. Bullying is repeated behaviour which makes another person feel intimidated, stressed, or unsafe and may be direct or indirect. Reasonable and respectful direction or guidance from management is not bullying.

“Discrimination” means treating a person (or group or people) unfairly and or disadvantaging them because of actual or assumed personal characteristic(s) including age, class, culture, religion, gender, sexual preference, race or disability.

“Harassment” is behaviour that causes concern or distress to a person who perceives that the behaviour directed towards them is unwelcome, unjust, or unfair. Harassment may be a single incident or a series of incidents and includes behaviour which is discriminatory, offensive, abusive, belittling, humiliating threatening or intimidating.

“Representatives” means Board Directors, employees, contractors or volunteers of

“Wheatbelt NRM” means Wheatbelt Natural Resource Management Incorporated.

“Worker” means an individual who carries out work in any capacity for Wheatbelt NRM, including work as; an employee, a contractor or subcontractor, an employee of a contractor or subcontractor; an employee of a labour hire company assigned to work in Wheatbelt NRM; an outworker; an apprentice trainee or student gaining work experience or a volunteer.”

2. Overview

This Policy relates to Harassment, Discrimination and/or Bullying of, or between, Representatives and/or workers of Wheatbelt NRM.

Wheatbelt NRM is committed to providing a safe, equitable and respectful environment for staff and representatives free from all forms of discrimination, bullying and harassment.

All Wheatbelt NRM workers and Representatives are required to treat others with dignity, courtesy and respect.

Representatives and/or workers who breach this Policy may be subject to disciplinary action by Wheatbelt NRM, and Representatives and/or workers who breach legislation may be subject to a prosecution.

3. Policy Statements

- 3.1 Harassment, Discrimination or Bullying will not be tolerated in the workplace.
- 3.2 Harassment, Discrimination and Bullying may constitute unlawful behaviour against another person and may result in a prosecution.
- 3.3 Workers or Representatives who become aware of Harassment, Discrimination or Bullying, or have good reason to believe there has been, or continues to be an occurrence, have a role in bringing this to the attention of an appropriate person.
- 3.4 Harassment, Discrimination or Bullying incidents should be reported through the Grievance Resolution Policy.
- 3.5 All allegations will be treated seriously and investigated promptly confidentially and impartially.

4. Responsible Officers

- 4.1 The Board of Management, as part of its governance authority, is responsible for the approval and publication of this Policy, including the approval of any subsequent changes.
- 4.2 The Audit Committee is responsible for reviewing this Policy prior to Board of Management approval, and ensuring the scheduled review of this Policy.
- 4.3 The Chief Executive Officer is responsible for the operational compliance of the organisation to this Policy

5. Approval

This Policy was approved by the Board of Management on 9th of August 2018

Jim Sullivan
Chairperson
Board of Management
Wheatbelt Natural Resource Management Incorporated