

Preventing Workplace Discrimination, Harassment & Bullying Policy

Purpose

Parkland is dedicated to providing a healthy, safe, harassment and violence-free and inclusive workplace for everyone regardless of gender identity and expression, sexual orientation, disabilities, family status, physical appearance, ethnicity, nationality, race, age, religion or other protected category. Parkland does not tolerate harassment or violence in any form, and has a zero tolerance approach to violations of this Policy.

Scope

Who Does This Policy Apply To?

1. all employees of Parkland and its affiliates, including, permanent full-time, hourly, fixed term contract, permanent part-time, and third party service providers;
2. officers and directors of Parkland; and
3. consultants and contractors, when conducting activities on behalf of Parkland

(collectively, “Parkland team members” or “Parklanders”).

We expect all Parklanders to understand and abide by this Policy. Failure to do so can result in disciplinary action, including termination of employment with cause. All Parklanders are required to complete the Preventing Workplace Discrimination and Harassment online training in LMS when they are hired.

Where Does This Policy Apply?

Everywhere. This includes:

1. on Parkland’s premises;
2. any location in which a Parklander is doing work on behalf of Parkland, or in the course of his or her employment with Parkland; and
3. anywhere else that could reasonably be associated with Parkland, such as social events, company meetings, electronic communications, or social media posts about work or involving other Parklanders.

Description

What Does This Policy Cover?

This Policy covers harassment, discrimination, sexual harassment and cyber bullying. We have described these concepts in greater detail below. However, this Policy also applies to any other type of conduct that can reasonably be described as threatening, disrespectful, bullying or intimidating.

Definitions

Harassment & Bullying

Harassment & bullying includes, but is not limited to, vexatious comments or conduct against another person that is known or ought reasonably to be known as unwelcome, and includes comments or conduct related to gender identity and expression, sexual orientation, disabilities, physical appearance, family status, ethnicity, nationality, race, age, religion, or other protected category. This includes, without limitation, jokes, practical jokes, unwelcome comments, invitations or requests, insults, derogatory or condescending remarks, threats; showing insulting visual images; intimidation; stalking; harassing photography or recording; physical abuse; intimidation; gestures; staring or leering; any unwelcome or inappropriate physical contact; unwelcome sexual attention; invading personal space; or unwelcome whistling or similar conduct.

Discrimination

Discrimination is the unequal treatment or exclusion of a person or group of persons based on gender identity and expression, sexual orientation, disabilities, family status, physical appearance, ethnicity, nationality, race, age, religion, or other protected category. Discrimination includes, but is not limited to, the refusal to employ or continue to employ any person based on any of the above factors, or any actions with respect to any term or condition of employment, including the refusal to promote or provide advancement opportunities to, any person based on the factors listed above.

Sexual Harassment

Sexual harassment includes, but is not limited to, any conduct, comment, advance or physical contact of a sexual nature that is known or ought to be reasonably known to be unwelcome by the recipient. Sexual harassment may include, but is not limited to unwelcome sexual advances (verbal, written or physical); requests for sexual favours; sexual or sexist jokes; homophobic, sexist or other slurs; sexually suggestive or degrading pictures; unwelcome remarks, jokes, taunts or suggestions about a person's body, physical appearance or attire; inquiries about an individual's sex life; inappropriate emails, text messages or social media posts; unnecessary physical contact such as patting, touching, pinching or hitting; or displays of degrading, offensive or derogatory material.

Cyberbullying

Cyberbullying is a form of harassment in which electronic communications (including social media, discussion boards and the internet generally) are used to bully or harass a person, typically by sending messages of an intimidating or threatening nature. Cyberbullying includes, but is not limited to, posting rumors or gossip about a person online (whether the person is identified by name or not); ridiculing; cyber stalking; harassment, impersonation, flaming, posting images that might be embarrassing or creating or altering images to cause embarrassment; sending texts or other electronic communication to intimidate, threaten or embarrass another person.