
 The College of Naturopaths of Ontario	Policy Type	COUNCIL POLICIES
	EXECUTIVE LIMITATIONS	
	Title	Policy No. EL10.05
	Workplace Harassment	Page No. 1

*The College of Naturopaths of Ontario is committed to providing a work environment in which all individuals are treated with respect and dignity. Workplace harassment, racism and/or discrimination will not be tolerated from any person in the workplace. The Council, through the Chief Executive Officer (CEO) is responsible for promoting a diverse workforce that is inclusive of everyone.*

Definitions	Microaggression	Means an action or verbal message that intentionally – or more often – unintentionally conveys a stereotype, negative trait, or general insensitivity associated with someone’s race, gender, identity, sexual orientation, language abilities or other identity markers. It is a subtle jab that reminds someone that they are the “other” in some way. The more often microaggressions are heard, the bigger the impact they will have on a person’s well-being. For members of underrepresented groups, microaggressions can be a daily experience, forcing them to question whether they belong and creating anxiety about how others perceive them.
	Workplace Harassment	Means engaging in a course of vexatious comments or conduct that is known or ought to be known, to be unwelcome. It may include, but is not limited to, any of the following. <ul style="list-style-type: none"> <li>a) Unwelcome, offensive or objectionable conduct.</li> <li>b) Making remarks, jokes or innuendos that demean, ridicule, intimidate or offend; displaying or circulating offensive pictures or materials in print or electronic form.</li> <li>c) Bullying.</li> <li>d) Repeated offensive or intimidating phone calls or e-mails.</li> <li>e) And sexual harassment.</li> </ul> <p>Harassment may also relate to a form of discrimination as set out in the <i>Ontario Human Rights Code</i>, though it does not have to, including harassment based on, but not limited to, race, ethnicity, gender, sexual orientation, socio-economic status, age, physical abilities, religious beliefs, political beliefs, culture or other ideologies.</p>
	Sexual harassment	Means any unsolicited conduct, comment or physical contact of a sexual nature that is unwelcome by the recipient. It includes, but is not limited to, any of the following. <ul style="list-style-type: none"> <li>a) Unwelcome sexual advance (oral, written or physical).</li> <li>b) Requests for sexual favours.</li> <li>c) Unwelcome sexual or gender-related comments, innuendos, remarks, jokes or taunts.</li> <li>d) Unnecessary physical contact such as patting, touching, pinching or hitting.</li> <li>e) Displays of sexually degrading, offensive or derogatory materials such as graffiti or pictures.</li> <li>f) And sexual assault.</li> </ul>

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July 30, 2013	September 27, 2023

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Accordingly, the Chief Executive Officer (CEO) shall not fail to perform any of the following duties and responsibilities.

- 1 Take whatever steps are reasonable to ensure that the workplace is free from harassment and/or microaggressions and promotes diversity and inclusivity.
- 2 Ensure that all workers are educated about and uphold this policy.
- 3 Ensure that all workers collaborate to prevent workplace harassment and/or microaggressions and promote diversity and inclusivity.
- 4 Develop and maintain a Workplace Harassment Prevention Program, acceptable to the Council, which implements this policy including but not limited to measures and procedures to protect workers from harassment and/or microaggressions and a process for workers to report incidents or raise concerns.
- 5 Ensure that this policy and the supporting program are implemented and maintained and that all workers have the appropriate information and instruction to protect them from workplace harassment and/or microaggressions.
- 6 Ensure that all workers adhere to this policy and the supporting program and that every worker is encouraged to raise any concerns about workplace harassment and/or microaggressions and to report any incidents.
- 7 Investigate and deal with all incidents and complaints of workplace harassment and/or microaggression in a timely and fair manner, respecting the privacy of all concerned to the extent it is possible.

*This policy is not intended to limit or constrain the reasonable exercise of management functions in the workplace. Nothing in this policy prevents or discourages a worker from filing an application with the Human Rights Tribunal of Ontario (or any successor agency) on a matter related to Ontario's Human Rights Code<sup>1</sup>. A worker also retains the right to exercise any other legal avenues that may be available.*

<sup>1</sup> Please refer to section 34 of the Ontario Human Rights Code for provisions surrounding timing of the filing of an application for review by the Tribunal.

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