

Discrimination, Bullying and Harassment Policy (CCNM – Boucher Campus)

Background: CCNM – Boucher Campus is committed to providing a safe working and learning

dismissal or expulsion.

CCNM – Boucher Campus recognizes its responsibility to increase awareness of Discrimination, Bullying and Harassment, to prevent its occurrence within the CCNM – Boucher Campus Community, to provide procedures to handle Complaints, and to remedy situations where Discrimination or Bullying and Harassment has been found to have occurred.

CCNM – Boucher Campus will respond to Complaints in a manner that supports all persons involved in the Complaint, consistent with CCNM – Boucher Campus policies and principles of procedural fairness.

Purposes of this Policy and Procedure:

The purposes of this Discrimination, Bullying and Harassment Policy and the Discrimination, Bullying

CCNM – Boucher Campus does not have jurisdiction to take disciplinary action against a person who is not a member of the CCNM – Boucher Campus Community or who is not curren (c)5 (ui (c).001 Tt.6 (.5 (is)-3.1 ()0.5 (r

- comply with professional, managerial, or supervisory responsibilities to evaluate and report on the performance, conduct or competence of E1.2o03L.9 (r)0.9(on9 (om)6.9 (p)4.2 (/M)0.)1 (c).9 (p)4.2 h4.2 (u)

Discrimination, Bullying and Harassment Policy Statement

Rights and Responsibilities

CCNM – Boucher Campus is committed to addressing Discrimination, Bullying and Harassment by :

1. implementing and actively promoting awareness and training programs to educate the CCNM – Boucher Campus Community regarding Discrimination, Bullying and Harassment and the issues addressed in this Policy;
2. promoting working and learning conditions that seek to eliminate the potential for incidents of Discrimination or Bullying and Harassment to occur within the Institute's facilities or operations;
3. reducing barriers to filing Complaints regarding Discrimination or Bullying and Harassment; and
4. responding to Complaints in a procedurally fair, efficient, and consistent manner.

CCNM – Boucher Campus reserves the right to initiate an investigation and/or to inform the relevant law enforcement agency without the consent of the person filing a Complaint regarding an incident of Discrimination or Bullying and Harassment if the Institute has a reasonable belief that the safety of a member of the CCNM – Boucher Campus Community is at risk.

CCNM – Boucher Campus reserves the right to implement interim measures as it considers appropriate, to protect the safety of the CCNM – Boucher Campus Community or any of its members during an evaluation of a Complaint or pending the completion of an investigation. Such measures may include, but are not limited to: directing the Complainant, Respondent, witnesses or other parties to cease and desist from engaging in a particular type of behaviour; restricting access to Institute property or specific areas within the Institute; alteration of the learning or work schedule of an individual; imposing a no-contact directive; and/or temporary, non-disciplinary leave of an individual.

A member of the CCNM – Boucher Campus Community has the right to pursue other processes external to the Institute in connection with alleged Discrimination or Bullying and Harassment, such as reporting the matter to the police, initiating a civil action, or filing a complaint under the BC Human Rights Code. If an external course of action is pursued, the Institute may elect to continue with the process unless this process is terminated.

Procedure: A member of the CCNM –

If the Registrar, HRM or designate believes that the Complaint discloses other kinds of misconduct or information that CCNM – Boucher Campus may need to act on under another CCNM – Boucher Campus policy or process, the Registrar, HRM or designate may refer the Complaint or the relevant portions of the Complaint to the appropriate CCNM – Boucher Campus authority. When appropriate, the Registrar or HRM will consult with the person making the Complaint before referring it elsewhere.

Interim Measures

The Institute reserves the right to implement interim measures as it considers appropriate, to protect the safety of the CCNM – Boucher Campus Community or any of its members during an evaluation of a disclosure or complaint or pending the completion of an investigation. Such measures may include, but are not limited to:

1. directing the Complainant, Respondent, witness or other parties to cease and desist from engaging in a particular type of behaviour;
2. restricting access to Institute property or specific areas within the Institute;
3. alteration of the learning or work schedule of an individual;
4. imposing a no-contact directive; and/or
5. temporary, non-disciplinary leave of an individual

Alternative Resolution

If the EDHR believes that an alternative resolution process may be appropriate in the circumstances, the EDHR will discuss this option with the Complainant. If the Complainant agrees that an alternative resolution process may be appropriate, the EDHR will contact the Respondent to advise them that a Complaint has been made and will discuss this option with the Respondent. If the Respondent agrees to participate in an alternative resolution process and the EDHR is satisfied that an alternative resolution process is appropriate, then the EDHR will explore the options available and, with the agreement of both parties, will refer the matter to that process for resolution.

Participation in an alternative dispute resolution process is entirely voluntary. If either the Complainant or the Respondent decides they no longer wish to participate in the alternative resolution process at any time, then the EDHR will appoint an Investigator to investigate the Complaint.

Investigation

When CCNM – Boucher Campus appoints an external Investigator to conduct an investigation into a Complaint, consideration will be given to the subject matter of the Complaint and the expertise and training of the Investigator. The Investigator will advise participants in the investigation process of the option to have a support person present for interviews. Except in exceptional circumstances, investigations (including the preparation of the Investigator's report) will be completed within 60 calendar days of the Investigator's receipt of the Complaint. If during the course of the investigation the Investigator believes that this timeline cannot be met, the Investigator will contact the

Where a member of the CCNM – Boucher Campus Community is found to have engaged in Retaliatory Action, or to have breached the confidentiality requirements in the Policy, CCNM – Boucher Campus may take appropriate disciplinary action.

Where an investigation determines that a Complaint was frivolous, vexatious or vindictive in nature, CCNM – Boucher Campus may take appropriate disciplinary action.

Appeal

A Complainant or Respondent may appeal the decision of the EDHR to the President.

