## Policy on Respectful Workplace

The University of Winnipeg Faculty Association (UWFA) supports the equity, diversity and dignity of everyone. It strives to promote equity in employment and in the conduct of its internal affairs.

As such, UWFA recognizes and affirms its duty to act in a manner consistent with The Human Rights Code, C.C.S.M. c. H175. Furthermore, UWFA is committed to upholding the principle of freedom from discrimination based on any of the prohibited grounds.

In addition, the Association is committed to upholding the principles of academic freedom, including the right to discuss, question and criticize UWFA.

Each individual has the right to work in an environment that promotes equal opportunity and prohibits discriminatory practice. As such, UWFA is committed to maintaining a harassment free environment for its Members and employees. This includes freedom from verbal, physical or sexual harassment; abuse of power; intimidation; or, other vexatious behavior in the form of repeated and hostile or unwanted conduct, verbal comments, actions or gestures that affect(s) the dignity or psychological or physical integrity of a UWFA Member or employee.

Procedure

If a Member or employee believes s/he is being harassed, s/he should act in one of the two following ways:

1. If possible, s/he should make it clear that such behaviour is unwelcome. This may be done by the Member or employee on his or her own behalf, verbally or in writing, or with the assistance of another party.  
     
   S/he may indicate that further action will be taken if the behaviour continues.
2. If the inappropriate behaviour persists or if s/he feels uncomfortable approaching the person whom s/he believes is doing the harassing, then s/he may contact one of the following designated representatives who shall investigate the matter:  
     
   The President   
   The Vice-President

The Grievance Officer

An informal complaint may be presented and discussed with the above without presenting the complaint in writing.

If a complaint is not resolved to the satisfaction of the complainant, the complainant may file a written complaint with one of the above mentioned UWFA officers.

Formal complaints shall be investigated and resolved in confidence in a manner consistent with the spirit of this policy and UWFA’s legal obligations.

The Association shall appoint a neutral investigator who shall each prepare a confidential report and submit his/her findings to the Executive, which shall provide a determination. There shall be a final appeal of the determination affecting the Member or employee to the Council of UWFA.

Following resolution of the complaint, a written report shall be provided to both parties involved and a copy shall be held in the confidential files of UWFA.