



Workplace Bullying and Harassment

Workplace bullying and harassment is a safety and health issue that can compromise the mental and physical health and safety of workers.

Harassment is defined as objectionable conduct that creates a risk to the health of a worker or severe conduct that adversely affects a worker's psychological or physical well-being.

Bullying and harassing behavior can include:

- verbal or written abuse or threats
- personal ridicule
- malicious or uncalled for interference with another's work
- spreading malicious rumours

Reasonable day-to-day actions by a manager or supervisor that help manage, guide or direct workers or the workplace is not harassment. Appropriate employee performance reviews or discipline by a supervisor or manager is not harassment.

Risk Assessment/Hazards

Bullying and harassment affects people differently. Reactions may include one or any combination of the following:

- impaired concentration or capacity to make decisions, which could lead to safety hazards (such as lack of attention when working with dangerous equipment)
- distress, anxiety, sleep loss or the potential for substance abuse
- physical illness
- reduced work performance

Bullying and harassment can also effect the overall workplace and may include the following:

- reduced efficiency and productivity, due to poor staff morale
- increased stress and tensions between workers
- high absenteeism rates
- higher turnover, resulting in higher recruitment costs
- higher levels of client dissatisfaction

Control Measures/Safeguards

Employer duties include the following:

- not engage in bullying and harassment
- develop a written policy and action plan to prevent harassment in the workplace
- develop and implement procedures for reporting incidents and complaints
- ensure all workers and supervisors know and follow the harassment prevention policy at all times

Worker duties include the following:

- act in a reasonable manner in the workplace
- report if harassment is observed or experienced
- comply and apply with the employer's policies and procedures on bullying and harassment



Thought Provoking Questions

Does your workplace currently have a harassment prevention policy?



SAFETY TALK

Print and review this talk with your staff, sign off and file for COR™ / SECOR audit purposes.

Date: _____

Supervisor: _____

Performed By: _____

Location: _____

Name & Number of Safety Talk

Employee Name:

Employee Signature:

Concerns:

Corrective Actions:
