



Harassment Policy and Complaint Procedures

Harassment Policy

1. ROWONTARIO is committed to providing a positive sport and work environment where all individuals are treated with respect and dignity. An atmosphere free of bullying, harassment or discrimination promotes equality and the freedom to contribute to our growing Association.
2. Harassment can be defined as any unwanted physical or verbal behaviour that offends or humiliates you. It is considered by the Ontario Human Rights Code(1962) as a form of discrimination. This can occur when someone makes remarks to you that are known or ought reasonably to be known to be unwelcome including but not limited to your race, religion, age or disability.
 - 2.1 Harassment also encompasses any comments or conduct that is known or ought reasonably to be known to be unwelcomed because of sex, sexual orientation, gender identity or gender expression.
 - 2.3 Harassment includes any behaviour that constitutes hazing or initiation rites to ensure inclusion in a group or activity within the ROWONTARIO organization.
3. This policy applies to all organizers, coaches, umpires, athletes, team managers, volunteers, medical and paramedical personnel, employees and other members of ROWONTARIO when involved in a ROWONTARIO activity. It applies to any harassment that may occur during the course of all ROWONTARIO business, activities and events.

Harassment Complaint Procedures:

1. A person who experiences harassment (Complainant) is encouraged to make it known to the harasser that the behaviour is unwelcome, offensive and contrary to the policies of ROWONTARIO. Sometimes the harassment is unintentional and can be stopped when the harasser is informed that the behaviour is offensive.
2. If confronting the harasser is not possible, or if after confronting the harasser the harassment continues, the Complainant should request a meeting with an Official of ROWONTARIO. For the purposes of this Policy, an "Official" is any individual occupying a position of authority within ROWONTARIO. (i.e. Executive Director, in the case of an employee or Board member or event official or Chief Umpire in the case of a competition site.)
3. Once contacted by a Complainant the role of the Official is to serve in a neutral, unbiased capacity in receiving the complaint and assisting in its informal resolution. If the Official is unable to act in this capacity, the Complainant will be referred to another suitable ROWONTARIO Official.
4. Where a person believes that a director, organizer, coach, umpire, athlete, team manager, volunteer, medical or paramedical personnel, employee or other member of ROWONTARIO has experienced or is experiencing harassment and reports this belief to an Official, the Official will meet with the person said to have experienced harassment and proceed in accordance with the following steps.
5. There are four possible outcomes to a meeting of a Complainant and the Official:
 - i) It may be determined that the conduct does not constitute harassment as defined in this policy, in which case the matter will be closed; or
 - ii) The Complainant may decide to pursue an informal resolution of the complaint, in which case a mediator as agreed to by both the Complainant and the harasser will assist the two parties to negotiate or mediate an acceptable resolution of the complaint; or
 - iii) The Complainant may decide to lay a formal, written complaint in which case the Official will receive the written complaint and inform the Executive Director of ROWONTARIO, or designate, who will appoint an Investigator to conduct an investigation of the complaint; or
 - iv) The Complainant does not wish to proceed with a formal

complaint but the Official decides that the complaint is serious enough that there should be an investigation. In other words, the Official will advise the Executive Director of the complaint whether or not the Complainant chooses to proceed.

6. If an investigation is warranted, then an Investigator will be appointed as per the ROWONTARIO Discipline Policy, and at the conclusion of the investigation a written report will be submitted to the Executive Director, or designate, which will include a recommendation that:
 - i) No further action be taken because the complaint is unfounded or the conduct cannot reasonably be said to fall within the definition of harassment; or
 - ii) The complaint has merit and should proceed to a Discipline Panel and follow the procedure as per the ROWONTARIO Discipline Policy.
 - iii) If the harasser is a co-worker, the decision of the report will be shared with the individual as well as the Complainant.

This policy will be reviewed annually.

Approved by:

Dated: January, 2017