

# Personal Harassment Policy

## ***Policy Statement***

Dalhousie University is committed to providing employees with a work environment that is free of personal harassment. All members of the University community share responsibility for establishing and maintaining a climate of respect and for taking appropriate steps to address situations which violate this principle or seek advice.

The purpose of this policy is to define personal harassment and to set out clear procedures to be followed in instances where an employee believes personal harassment has occurred.

This policy is administered by the Advisor, Harassment Prevention/Conflict Management who is located in the Office of Human Rights, Equity and Harassment Prevention. The Advisor acts as a resource for both the complainant and respondent, as well as the Administrative Head.

## ***Definitions***

**“Personal Harassment”** is abusive, unfair, or demeaning treatment of a person or group of persons that is known or ought reasonably to be known to be unwelcome and unwanted when:

- a) such treatment abuses the power one person holds over another by virtue of their employment relationship or misuses authority associated with their position of employment, or
- b) such treatment has the effect of seriously threatening or intimidating a person, and such treatment has the effect of unreasonably interfering with a person’s or a group of persons’ employment or performance, or
- c) such treatment has the effect of creating an intimidating, hostile or offensive work environment.

Conduct

In this policy, the “**Administrative Head**” is defined as follows:

- a) For an employee who occupies a staff position, the Administrative Head is the Dean of the Faculty, or the administrative Director or equivalent of the unit in which the employee works.
- b) For an employee who is a faculty member, the Administrative Head is the Dean of that Faculty;
- c)





agreements or other applicable disciplinary processes. A bad faith complaint is a complaint that is made with a conscious design to mislead or deceive, or with a malicious or fraudulent intent.

***Retaliation***