



CONSEIL CONSULTATIF POUR
LES EAUX OCCIDENTALES
SEPTENTRIONALES

**NORTH WESTERN
WATERS**
ADVISORY COUNCIL

CONSEJO CONSULTIVO PARA
LAS AGUAS
NOROCCIDENTALES

Equal Opportunities and Dignity at Work Policy

The North Western Waters Advisory Council (NWWAC) is committed to creating an environment that promotes equality and dignity at work. The NWWAC is committed to treating all staff, members, observers and business contacts equally, regardless of:

1. Gender,
 2. civil status,
 3. family status,
 4. sexual orientation,
 5. religious belief,
 6. age,
 7. disability,
 8. race,
 9. membership of the traveller community.
- The NWWAC believes that embracing equality and diversity in the workplace benefits not just the organisation but also individuals. All our staff and members bring their own background, work style, distinct capabilities, experience and characteristics to their work. The NWWAC recognises that our talented and diverse membership reflects the diversity of our stakeholders and we want to utilise the widest range of skills, knowledge and experience in our AC.
 - As well as treating people with dignity and respect, the NWWAC strives to create a supportive environment in which all members can flourish. Harnessing the wide range of perspectives this diversity brings promotes innovation and helps make us more creative and impactful.
 - The NWWAC is committed to the promotion of equal representation by its member organisations to achieve a balance specifically in relation to gender, and to support women's equal participation across all aspects of the AC's work.
 - The NWWAC will ensure that policies and practices reflect our commitment to treating people fairly, promoting an integrated way of working and respecting the dignity of members at all times.
 - The NWWAC is committed to maintaining a working environment, which is free from discrimination, harassment and sexual harassment.
 - Discrimination of any kind against any person, including members, experts, observers and any other stakeholders is prohibited.



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Respect and dignity at work

All members have the right to work in an environment that is free from sexual harassment, harassment and bullying and where each individual is respected. Any individual who experiences sexual harassment, harassment or bullying will be supported by the NWWAC in bringing such behaviour to a close.

All members have an obligation to be aware of the effects of their own behaviour on others and will be expected to comply with this policy and are encouraged to ensure through their own behaviour that bullying/harassment does not occur. The Executive Committee will take appropriate action, including replacement of an organisation's representative within the AC, will be taken against any member who violates this policy.

The policy applies to staff and members both in the workplace and at work-associated events such as meetings, conferences and work-related social events, whether on the premises or off-site.

The policy applies to bullying/harassment not only by fellow members but also by observers, experts or other stakeholders with whom staff or a member might reasonably expect to come into contact in the course of this AC's work.

Definitions

Workplace bullying is defined as *“repeated inappropriate behaviour, direct or indirect, whether verbal, physical or otherwise, conducted by one or more persons against another or others, at the place of work and/or in the course of employment which could reasonably be regarded as undermining the individual's right to dignity at work. An isolated incident of the behaviour described in this definition may be an affront to dignity at work but as a once-off incident is not considered to be bullying.”*

Bullying is more than a single occasion and can include conduct offensive to a reasonable person, for example oral or written slurs, physical contact, gestures, jokes, displaying pictures, flags/emblems, graffiti or other material that state or imply prejudicial attitudes that are offensive to fellow employees.

Other examples of bullying behaviour include:

- personal insults and name-calling;
- persistent unjustified criticism and sarcasm;
- shouting at staff in public and/or private;
- sneering;
- unfair delegation of duties and responsibilities;
- setting impossible deadlines;
- unnecessary work interference;
- aggression;
- not giving credit for work contribution;
- continuously refusing reasonable requests without good reasons;
- intimidation and threats in general.



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Harassment on the grounds of gender, civil status, family status, sexual orientation, religious belief, age, disability, race, or membership of the traveller community is defined as *any unwanted conduct that has the purpose or effect of violating a person's dignity and creating an intimidating, hostile, degrading, humiliating or offensive environment for the person*. The unwanted conduct may consist of acts, requests, spoken words, gestures, or the production, display or circulation of written words, pictures or other material.

Sexual harassment is any form of *verbal, non-verbal or physical conduct of a sexual nature that has the purpose or effect of violating a person's dignity and creating an intimidating, hostile, degrading, humiliating or offensive environment for the person*. This includes same-sex sexual harassment. The unwanted conduct may consist of acts, requests, spoken words, gestures, or the production, display or circulation of written words, pictures or other material.

Examples of sexual harassment include:

- gestures;
- displaying sexually suggestive objects, calendars, pictures;
- sending suggestive or pornographic correspondence, including e-mails or text messages;
- unwelcome sexual comments or jokes;
- unwelcome physical conduct, such as pinching, unnecessary touching, etc.

The examples stated in this policy are not an exhaustive list and the NWWAC reserves the right to act against these and other inappropriate behaviours.