


Location: [Ontario Ministry of Labour](#) > [Health & Safety](#) > [Publications](#) > [Workplace Violence and Harassment](#) > **Appendix C: Example of Workplace Harassment Policy**

[Table of Contents](#) |  [Print This Page](#)

Appendix C: Example of Workplace Harassment Policy

- ISBN: 978-1-4435-2830-6
- Issued: March 2010
- Content last reviewed: March 2010
- [PDF Version](#)  [403 Kb / 50 pages | [Download Adobe Reader](#)]
- See also: [Workplace Violence and Workplace Harassment](#)

The management of _____ (*insert company name*) is committed to providing a work environment in which all individuals are treated with respect and dignity.

Workplace harassment will not be tolerated from any person in the workplace (*The workplace may wish to list the sources of workplace harassment*). Everyone in the workplace must be dedicated to preventing workplace harassment. Managers, supervisors, and workers are expected to uphold this policy, and will be held accountable by the employer (*If the policy applies to other people in the workplace, they should also be listed*).

Workplace harassment means engaging in a course of vexatious comment or conduct against a worker in a workplace -- a comment or conduct that is known or ought reasonably to be known to be unwelcome (*The workplace may wish to list examples of unacceptable behaviour*).

Harassment may also relate to a form of discrimination as set out in the Ontario Human Rights Code, but it does not have to (*The workplace may wish to include information about what constitutes discriminatory harassment under Ontario's Human Rights Code*).

This policy is not intended to limit or constrain the reasonable exercise of management functions in the workplace (*The workplace may wish to include examples of work functions that would generally not be considered workplace harassment*).

Workers are encouraged to report any incidents of workplace harassment (*The workplace may wish to provide more information about how to report incidents and may wish to emphasize there will be no negative consequences for reports made in good faith*).

Management will investigate and deal with all concerns, complaints, or incidents of workplace harassment in a fair and timely manner while respecting workers' privacy as much as possible (*The workplace may wish to provide more information about how incidents of harassment will be investigated and/or dealt with*).

Nothing in this policy prevents or discourages a worker from filing an application with the Human Rights Tribunal on a matter related to Ontario's Human Rights Code within one year of the last alleged incident. A worker also retains the right to exercise any other legal avenues that may be available.

Signed: _____ President / CEO Date: _____

The workplace violence policy should be consulted whenever there are concerns about violence in the workplace.

[Previous](#) | [Next](#)