

## Policy on Workplace Violence

As part of our obligation to provide employees with a healthy and safe work environment, the Halifax Employers Association (H.E.A.) and its employer members are committed to making every reasonable effort to ensure that no employee is subject to violence in their place or places of work.

HEA has adopted a Respectful Workplace and Anti-Harassment Policy and this policy is created using the same principles of respect, fairness and accountability. The same procedures made under the Respectful Workplace and Anti-Harassment Policy will be used to identify, address and investigate allegations of workplace violence.

Complaints made under this policy do not preclude an eventual finding under the Respectful Workplace Policy and Anti-Harassment Policy.

### Definition

Workplace violence constitutes any action, conduct, threat or gesture of a person towards an employee in and/or related to their work place that can reasonably be expected to cause harm, injury or illness to that employee.

Examples of this include but are not limited to:

- **threatening, angry behaviour** – shaking fists, throwing objects, destroying property and arson.
- **physical attack** – hitting, shoving, pushing or kicking a person or persons.
- **threats and bullying (including cyber bullying)** – gestures, language and written material (including electronic material and social media) that communicate an intent to harm or intimidate another person or persons.
- **malicious gossip** – gossip, rumours or innuendo targeted at a specific individual(s) spoken or written (including electronic material and social media)
- **verbal abuse** – swearing, insults, and condescending language.
- **sexual and other types of harassment\*** – unwelcome and unwanted behaviours that demean, embarrass, humiliate, alarm and annoy another person or persons. (\*See **Respectful Workplace and Anti-Harassment Policy**)

Workplace violence is not limited to incidents that occur at work. It can also occur away from work but be related to work e.g. threatening e-mail, text, social media post, or a telephone call made by a supervisor or co-worker.

### Our Objectives

- a) to provide a safe, healthy and violence-free workplace;
- b) to dedicate sufficient attention, resources and time to address factors that contribute to work place violence including, but not limited to bullying, teasing,

- and abusive and other aggressive behaviour and to prevent and protect against it;
- c) to communicate to employees information in its possession about factors contributing to work place violence; and
  - d) to assist employees who have been exposed to work place violence.

If an employer or the H.E.A becomes aware of work place violence or alleged work place violence, the employer or the H.E.A. will investigate and shall try to resolve the matter with the employee as soon as possible.

Please be advised that:

Dangerous weapons or firearms are not allowed on the Halifax Waterfront. Individuals who possess weapons on the premises will be removed from the work site and if necessary, the police will be informed.

Acts of workplace violence by or directed at management, co-workers, Union officials, customers or a service provider is prohibited and will not be tolerated. Disciplinary or other appropriate action, up to and including dismissal, will be taken against any persons who display violent behaviours as outlined in this policy.

The H.E.A. strongly encourages all acts of violence be reported in confidence to the Halifax Employers Association at **422-4471** and brought to the attention of the appropriate company manager. A formal written complaint maybe filed with the H.E.A. using the anti-Harassment complaint form.

You have a right to discuss a complaint with a representative of the Canadian Human Rights Commission.

In the event an erroneous complaint is filed, without basis, with malicious intent. The individual filing the complaint will be subject to discipline up to and including discharge.

**This policy is effective immediately.**

Please also refer to the H.E.A. ***Respectful Workplace and Anti-Harassment Policy & Procedure***

**The Halifax Employers Association for and on behalf of:**

**Ceres Halifax Inc.,  
Furncan Marine Ltd – Empire Stevedoring (Maritimes) Co.,  
Halifax Offshore Terminal Services Limited,  
Halterm Limited,  
Logistec Stevedoring (Nova Scotia) Inc.,  
Mathers Terminals Ltd**

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