

## Discrimination and Harassment Policy

### Template policy for members

Harassment is unwanted behavior related to age, sex, disability, gender (including gender reassignment), marriage and civil partnership, pregnancy and maternity, race, religion or belief or sexual orientation. Harassment is particular behaviour by one person which another person finds unacceptable or unwelcome and the Company views it as a very serious issue. It can affect the confidence, morale, performance and even the health of the person being harassed. Individual employees, as well as the Company, can be liable to pay compensation to an employee who is harassed. Harassment may be defined as unwanted conduct which takes place with the purpose of effecting or violating the dignity of a person and of creating an intimidating, hostile, degrading, humiliating or offensive environment. The list below is not exhaustive but provides examples behaviour that would be considered harassment:-

- Victimisation, name calling, abusive language, mockery or jokes. This can be bullying or intimidation of a general nature, or can be specifically targeted at someone because of their gender, ethnic origin or sexual orientation, etc.
- Unfair allocation of work or responsibilities.
- Unwelcome sexual attention, such as suggestive or overly familiar behaviour.
- Implying that a person's career may be affected by granting or not granting sexual favours.
- Intrusive or persistent questioning about a person's racial origin, culture, religion or sexual orientation.
- The display or circulation of sexually suggestive or racially offensive material.

If you feel that you have been harassed you should make it clear to the harasser that their conduct is unwelcome or offensive. This should be done promptly and clearly. Where this is not sufficient, or where it is difficult to raise the issue with the harasser, you should raise the matter under the Grievance Procedure.

Any employee who breaches this policy may be subject to disciplinary proceedings up to and including summary dismissal.

*Note: Whilst every effort has been made to ensure the accuracy of advice given, the BWF cannot accept liability for loss or damage arising from the use of the information supplied in this publication.*