



VIOLENCE AND HARASSMENT POLICY

Bondfield Construction Company Limited is committed to preventing violence and harassment in the workplace and providing a work environment in which all individuals are treated with dignity and respect. Any act of violence or harassment committed by or against any individual in our workplace shall not be tolerated.

Workplace violence is any act in which a person is abused, threatened, intimidated or assaulted in his or her employment. Workplace violence includes threatening behavior, verbal or written threats, harassment, verbal abuse, and physical attacks.

Workplace harassment means engaging in a course of unwelcome comment or conduct against a worker in the workplace. Such comment or conduct is known or ought to reasonably be known to be unwelcome. Harassment may also relate to a form of discrimination as set out in the Ontario *Human Rights Code*.

Every manager, supervisor, worker and visitor to our workplace must conduct themselves in compliance with this Violence and Harassment Policy. Everyone in the workplace must be dedicated to preventing workplace violence and harassment and will be held accountable by **Bondfield Construction Company Limited**.

Supervisors shall enforce this policy and the supporting program. Supervisors shall be responsible for ensuring that procedures are followed by workers and that workers have the information they need to protect themselves. All workers are encouraged to raise any concerns about workplace violence and harassment and to report any incidents.

Bondfield Construction Company Limited is committed to investigating workplace violence and harassment complaints in a timely and confidential manner.



John Aquino, P.Eng., Vice-President and General Manager

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