



OSTA

Ottawa Student
Transportation
Authority

Workplace Harassment
Effective Date: June 15, 2010

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Policy Name: Workplace Harassment	
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Cross Reference	
H14 - Respectful Workplace	
Related Forms	

Policy Statement

1. The Ottawa Student Transportation Authority shall make every effort to provide a workplace environment that respects the dignity of the person and is free from workplace harassment.
2. The Ottawa Student Transportation Authority recognizes its obligations under the Charter of Rights and Freedoms and supporting legislation as related to workplace harassment.
3. The Ottawa Student Transportation Authority shall provide and maintain procedures that provide the process for the reporting, investigation, and consequences of harassing behaviour.
4. The Ottawa Student Transportation Authority will make every effort to provide due process for all employees (i.e., the complainant and alleged offender) when investigating incidents of workplace harassment.
5. All staff working within the Ottawa Student Transportation Authority will conduct themselves at all times in accordance with the spirit of this policy and report any incident of workplace harassment.
6. The Ottawa Student Transportation Authority shall support ongoing training for staff to promote awareness of and sensitivity to potential harassment and to prevent incidents of harassment.

7. This policy is not intended to interfere with normal social interaction between people working under or with the Ottawa Student Transportation Authority.