



Workplace Harassment Prevention Policy

Workplace Harassment

Workplace harassment is defined in the Occupational Health and Safety Act, as “engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome”. The following examples as cited from the Canadian Human Rights Commission are what we consider to be different forms of harassment. It can include comments or actions related to race, national or ethnic origin, colour, religion, age, sex, marital status, family status, disability, pardoned conviction, or sexual orientation.

Sexual Harassment

Sexual harassment is defined in the Occupational Health and Safety Act as engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome. In addition, making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome. A reasonable action taken by an employer or Project Manager relating to the management and direction of its workplace is not considered workplace harassment.

We are committed to a workplace that values people and is free from workplace harassment. Every employee, contractor, and/or visitor in our workplace will be treated fairly and with respect. It is the responsibility of senior management, managers, supervisors, workers, contractors and visitors to ensure that a harassment free workplace is fostered and maintained.

Successful implementation of this policy will be ensured through effective planning, implementation, open communications and monitoring of procedures regarding the prevention of workplace harassment. All workplace parties will receive training regarding standards of workplace behaviour, their roles and obligations, and procedures for dealing with their concerns and issues.

Any potential situation of harassment that can affect the workplace or another worker shall be immediately reported to their Manager/Supervisor or directly to Senior Management. All of these incidents shall be investigated and where appropriate measures will be taken.

Retaliation against persons who bring a complaint of harassment is strictly prohibited and will be dealt with accordingly.

A complaint of workplace harassment that is intentionally fraudulent, frivolous or malicious may be subject to disciplinary action.

A handwritten signature in black ink, appearing to read 'Donald H. [unclear]', is written over a horizontal line.

President

January 9, 2026

Date