



## BULLYING, HARASSMENT AND DISCRIMINATION - POLICY

### 1. PURPOSE & APPLICATION

The purpose of this policy is to support the provision of a local Korumburra Landcare community where everyone is treated with dignity and respect, and is free of harassment, bullying and discrimination, as required by Commonwealth and state legislation, and by the Korumburra Landcare Group Inc. Rules. Korumburra Landcare Group Inc. (KLG) is committed to meeting all legal requirements in relation to bullying, harassment and discrimination and will take all reasonable steps to provide an environment free of these behaviours.

This policy applies to all KLG members, community volunteers and partnering groups at any of its meetings, activities and functions.

KLG provides a documented **Code of Conduct** to inform members of their rights and responsibilities, and a **Bullying, Harassment and Discrimination Procedure** to manage any grievances in respect of bullying, harassment and discrimination.

### 2. HARASSMENT, BULLYING & DISCRIMINATION - DESCRIPTIONS

#### 2.1 Harassment

Harassment is unwelcome behaviour which offends, humiliates or intimidates another person, or is likely to do so. It may be a:

- single incident, or a series of incidents
- intentional or unintentional.

Sexual harassment is a specific form of harassment when a person makes unwelcome sexual advances, an unwelcome request for sexual favours or engages in any other unwelcome sexual conduct in relation to another person.

#### 2.2. Bullying

Bullying is repeated and unreasonable behaviour towards another person that is:

- unwelcome and unsolicited,
- the person considers to be offensive, intimidating, humiliating or threatening, and
- a reasonable person would consider to be intimidating, humiliating or threatening

#### 2.3 Discrimination

Discrimination means being treated unfairly or not as well as others because of a characteristic such as age, gender, race or disability. It may be intentional or unintentional.

### 3. MANAGING COMPLAINTS

KLG takes all complaints of bullying, harassment and discrimination seriously. It informs all members and volunteers of the Code of Conduct, and provides a Contact Officer as the point of first contact for any complaints of harassment, bullying and discrimination.

KLG aims to resolve all complaints of harassment, bullying and discrimination quickly, fairly and confidentially, in accordance with the Korumburra Landcare Group Inc. **Bullying, Harassment and Discrimination Procedure**.