

## THE GOVERNMENT OF NUNAVUT IS COMMITTED TO:

- Inuuqatigiitsiarniq — respecting others, relationships and caring for people.
- Providing a workplace free from all forms of sexual and personal harassment.
- Promoting good management practices and creating a welcoming work environment.
- Promoting an atmosphere of mutual respect, fairness and concern.
- Providing a framework for responding to harassment complaints.

## Harassment-Free Workplace Guide



## WHO IS THIS FOR?

All employees of Government of Nunavut departments and public bodies, except the Workers' Safety and Compensation Commission of the Northwest Territories and Nunavut, and the Nunavut Development Corporation.

### Harassment is:

- Offending or humiliating someone physically or verbally.
- Threatening or intimidating someone.
- Making unwelcome jokes or comments about someone's race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status, disability or pardoned conviction.

### Sexual harassment is:

- Offensive or humiliating behaviour that is related to a person's sex.
- Behaviour of a sexual nature that creates an intimidating, unwelcome, hostile or offensive work environment.
- Behaviour of a sexual nature that could be reasonably thought to put sexual conditions on a person's job or employment opportunities.

### Personal harassment is:

- Repetitive behaviour that demeans or embarrasses someone.
- A pattern of behaviour intended to intimidate, offend, degrade or humiliate an individual or group of people.
- Intimidation, threats, violence, aggression, retaliation, and rude or degrading remarks.

## WHAT DO I DO IF I THINK I'M BEING HARASSED?

- Tell the harasser that what they're doing is unwelcome and that you want it to stop.
- Keep a record of what happened during the incident.
- If you do not want to confront the harasser directly, ask your supervisor or a person in authority to intervene for you. You can also tell a human resources manager or human resources information officer (HIO) a member of a workplace, health, safety and wellness team, or an employee relations consultant.

## WHAT IF IT DOESN'T STOP?

- File a formal complaint with your human resources manager/HIO or a member of the employee relations and job evaluation division at 867-975-6211.
- If you are a member of a union or association, call 867-979-4209 or 867-979-0750.
- If you have exhausted all other options, you can call the Ethics Officer at 1-844-ETHICS2.

Read the harassment-free workplace policy, conflict management guide and Human Resources Manual directives at <https://gov.nu.ca/human-resources/information/harassment-free-workplace>