

NARPO DIGNITY AT WORK STATEMENT

NARPO fully support the rights and opportunities of all people to hold employment without, harassment, discrimination or bullying. NARPO's aim is to provide a productive working environment free from harassment, discrimination, intimidation, bullying and victimisation. We are committed to ensuring that employees are treated with dignity and respect. Harassment of an individual, by any employee or NARPO member, whether a work colleague or a branch member, can constitute unlawful discrimination.

NARPO recognises its legal responsibilities to prevent harassment related to sex, caring responsibilities, pregnancy, marital status, race, colour, ethnic or national origin, disability, sexual orientation, age, gender identity, religion or belief and aim to deal effectively and quickly with any complaints that arise.

Conduct which leads to the harassment or bullying of an employee, is not acceptable. Such conduct will render the individual responsible liable to disciplinary action. Depending on the level of harassment or bullying, disciplinary action will include formal verbal/written warnings, suspension and where necessary in the event of gross misconduct, may include dismissal.

Workplace harassment is "unwanted conduct which is related to a relevant protected characteristic and which has the purpose or the effect of violating the worker's dignity; or creating an intimidating, hostile, degrading, humiliating or offensive environment for that worker." It is regarded as any conduct related to sex, race, colour, ethnic or national origin, disability, age, sexual orientation, gender reassignment, religion or belief, trade union membership, class, employment status, ex-offenders or any other personal characteristic that is unwanted by the recipient. Harassment may be persistent or an isolated incident and may be directed towards one or more individuals. The source of harassment may be a single work colleague or several colleagues, a supervisor or manager, a NARPO member or a member of the public.

Harassment is detrimental to an effective working environment. It can lead to: anger and hostility, intimidation, victimisation and isolation, stress which may result in increased sickness or absenteeism, prevention of job satisfaction and decline in work performance.

EXAMPLES OF HARASSMENT

Physical: unnecessary touching, gestures or assault

Verbal: unwelcome remarks, intimate/personal questions, suggestions and propositions, threats, abuse or name-calling, malicious gossip, 'jokes' or ridicule based on personal characteristics

Non-Verbal: offensive literature or pictures, flags or emblems, graffiti, letters, notes, emails and texts, being ignored or excluded, differential treatment. No form of harassment is acceptable under any circumstances in the workplace.

BULLYING Bullying often includes threats, abuse, teasing and practical 'jokes'. It can be defined as persistent, offensive, abusive, intimidating, malicious or insulting behaviour or unfair sanctions which make the recipient feel upset, threatened, humiliated or vulnerable, which undermines self-confidence and which may cause suffering and stress. Bullying related to sex, race, disability, age, sexual orientation, gender identity, caring responsibilities, pregnancy and religion or belief may constitute unlawful discrimination. Bullying is a form of harassment and will be treated as such.

All employees have a duty to comply with this statement and ensure that they treat their colleagues with dignity and respect and to report any unwanted behaviour that contravenes this statement whether the source be from other employees, NARPO members or members of the public.