

*Baycrest Project & Construction Management* is committed to the prevention of workplace violence and harassment and will take every necessary precaution to protect all workers, subcontractors and public from workplace violence and harassment from all sources. Senior management of *Baycrest Project & Construction Management* recognizes the rights of workers to work in an environment free of violence and harassment.

Behaviour associated with workplace violence and harassment will not be tolerated at *Baycrest Project & Construction Management*. As the employer, *Baycrest Project & Construction Management* will ensure that this policy and supporting program are implemented and maintained and that all employees have the appropriate information and instruction to protect them from violence and harassment in the workplace.

Employees will be trained on recognizing and reporting violence and harassment in the workplace. All employees are encouraged to raise concerns relating to workplace violence and harassment without fear of retaliation or penalty. Reported incidents of workplace violence and harassment will be taken seriously. Information about a complaint or incident will not be disclosed except to the extent necessary to protect workers, to investigate the complaint or incident, to take corrective action or as otherwise required by law.

Management and supervisors are responsible for ensuring that this policy and related procedure are being followed by employees and for ensuring that they understand that workplace violence or harassment is unacceptable from anyone in any form.

Employees may seek help to address workplace harassment from various sources such as the Joint Health and Safety Committee (JHSC), health and safety representative, employee assistance program.

Senior management of *Baycrest Project & Construction Management* will allocate resources necessary to address workplace violence and harassment in a fair and timely manner, respecting the privacy of all concerned.

Management will address workplace violence harassment from all sources such as customers, clients, visitors, subcontractors, supervisors, workers and members of the public. This policy will be reviewed at least annually to ensure that it meets the needs of the company.



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Art DiCecco  
President & CEO

May 30, 2022

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Date

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