**The Cabbagetown BIA Anti-Harassment, Bullying, and Violence Policy**

The Cabbagetown BIA is firmly committed to maintaining safe and respectful workplaces, ensuring an environment free from harassment, discrimination, bullying, and violence. Our policy regarding Harassment, Bullying, Violence, and Sexual Harassment reflects this commitment.

Harassment can manifest in various forms, such as unwanted sexual attention, inappropriate jokes or texts, threats, and any unwelcome verbal, written, visual, or physical communication or conduct.

We believe that everyone shares the responsibility of fostering a safe and respectful workplace. Harassment, discrimination, bullying, and violence can affect individuals at all levels of our organization. To break down these barriers and reduce or eliminate such behaviors, we actively promote increased gender equality and diversity.

The principles outlined in this policy are applicable to all work and work-related environments, including but not limited to the office, meetings, BIA events, festivals, awards, and business functions.

The Board of Directors and Staff of The Cabbagetown BIA will lead by example, upholding the highest standards of respect. We encourage the good-faith reporting of complaints concerning harassment, discrimination, bullying, and violence, and we commit to cooperating in the investigation of such complaints. Furthermore, we respect the right of The Cabbagetown BIA staff, board members, members, and non-member participants to a safe environment while working for, attending, or participating in events, meetings, or activities hosted or facilitated by The Cabbagetown BIA. We strictly prohibit the use of threatening behavior or harassment towards any member of The Cabbagetown BIA staff, Cabbagetown BIA members, invitees, guests, or other non-member participants.

The Board and Staff agree to take all applicable steps to quickly address substantiated complaints of workplace harassment including sexual harassment, discrimination, and violence. Such steps may include the following:

* Requiring remedial action such as counselling and/or training;
* Disciplinary action including restrictions, suspension, or termination of employment and/or membership; or
* Legal action as per applicable laws including human rights legislation.
* Protect from retaliation or reprisal those individuals who in good faith allege violations of anti-harassment, discrimination, and violence policies and procedures.

To facilitate the reporting of complaints, The Cabbagetown BIA designates specific individuals within the organization. These individuals will receive and handle complaints of harassment, discrimination, bullying, and violence through established grievance procedures.

We define a grievance as any complaint, problem, or concern raised by an employee regarding their workplace, job, or coworker relationships. It also includes grievances filed by members/board directors concerning their interactions with Cabbagetown BIA staff or board members acting as BIA representatives. Employees or members/director may file grievances for various reasons, such as workplace harassment, health and safety issues, supervisor behavior, adverse changes in employment conditions, among others. It's important to note that employees and members/directors should attempt to resolve issues informally before resorting to a formal grievance process.

We encourage open communication and resolution of problems through dialogue between employees and members/board members. However, when an informal resolution is not possible, employees should follow the grievance process:

1. Communicate with their direct supervisor, who will make efforts to resolve the issue promptly.
2. In the case of a grievance related to supervisor behavior that may warrant disciplinary action (e.g., sexual harassment or violence), employees or members/board members should refer directly to the Chair of the Board.
3. If the grievance involves both supervisor and Board of Management behavior that may warrant disciplinary action (e.g., sexual harassment or violence), employees or members/board members should refer directly to the requisite Economic Partnership Advisor from the City of Toronto, who provides oversight of the BIA.

We are dedicated to fostering a safe, inclusive, and respectful environment for everyone associated with The Cabbagetown BIA. Together, we will uphold these policies and ensure the well-being and dignity of all individuals within our organization.