

**Policy Statement**

It is 90.1 NBC FM's policy that all employees/volunteers are entitled to be treated on the basis of their true abilities and merit and to work in an environment, which is free from discrimination and harassment.

**Discrimination and Harassment**

Discrimination in employment is unlawful under Commonwealth and State Legislation. The Company will not condone or permit any discrimination or harassment which:

- Adversely affects prospects for employment or promotion
- Creates an intimidating, hostile or offensive working environment
- Causes any employee/volunteer undue embarrassment or distress

The potential basis on which discrimination may and must therefore not occur is detailed in the Workplace Bullying Procedure.

**Definition of Harassment**

Harassment involves any unwelcome or offensive behaviour or conduct which has no legitimate workplace function and which intimidates, humiliates or offends another person(s). Harassment may take many overt or subtle forms and can involve verbal, written, visual or physical behaviours or conduct. Racial or ethnic harassment may include language in the form of jokes or abuse, insults or taunting attempts of overt sexual connection, touching or unnecessary familiarity with an employee.

**Grievances**

Any employee/volunteer who feels they have been subject to discrimination or harassment of any form should inform a member of the management team so that the grievance can be fully investigated. The management have a legal responsibility to fully investigate and where necessary, take effective action to ensure compliance with this policy. Any investigations will be conducted in a fair, impartial and confidential manner and ensure the "presumption of innocence" is maintained until all facts are established and assessed.

**Compliance**

If after the investigation, non-compliance with this policy is established it will be treated as a serious disciplinary matter and may result in termination of employment.

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

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**Paul McGrath**  
**Station Manager**

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