



Employer checklist for a bully-free workplace	✓
We have an employee handbook	
We have a written violence prevention policy, developed by management and employee representatives, and signed by all employees	
We have a written harassment policy which specifies and/or addresses bullying (note: doesn't have to be a separate policy)	
Our bullying or anti-harassment policy is written in plain language and aligns with our values and culture	
Our bullying or anti-harassment policy has been communicated and is accessible to all employees	
Our employees are clear about what does (and does not) constitute bullying and harassment, and our employee handbook gives examples of bullying behaviours	
Our employee handbook or policies outline strategies for promoting a workplace culture free from bullying and harassment	
Our employee handbook or policies state the possible consequences if employees engage in bullying behaviour	
Our bullying or anti-harassment policy and procedures are consistent, impartial and are reviewed regularly	
We have a written commitment from senior management that harassment and bullying is a breach of the values and code of conduct and will not be tolerated	
It is clear through <b>all</b> levels of business that bullying and harassment will not be tolerated and everyone is accountable for maintaining a culture in which bullying is unacceptable	
Everyone has been provided with and knows the expected standards of workplace behaviour	
We are committed to fostering positive working relationships and a safe working environment	
We are committed to the values and code of conduct for our organisation and industry	
We encourage employees to take action if they believe they have been bullied or harassed	
We have provided employees with information about the support and protection available to them	
We have a process for employees to report issues or complaints	
We are clear on our commitment and timeframe for responding promptly to complaints	
Our managers are provided with training and have the skills to prevent and/or respond to incidents of bullying and harassment	

Don't have an effective anti-bullying policy? Call Jouta. We can help.

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