

# Non-Retaliation Policy



## **1. POLICY STATEMENT**

ABC Company is committed to ensuring your health, safety, non-discrimination, employment and other workplace rights in accordance with Occupational Health and Safety (OHS), Human Rights, Labour Relations, Employment Standards and other applicable laws. Making you feel comfortable to ask about, request compliance with, report violations of and otherwise exercise those rights (which this Policy will refer to as “engaging in protected activity”) is an important part of that commitment.

## **2. PURPOSE**

We have adopted this Policy to reassure you that you won’t be fired, demoted, reassigned, disciplined or subject to any other punishment for engaging in protected activity.

## **3. OBLIGATION TO REPORT**

Reporting hazards and violations of workplace laws is something you are not only allowed but required to do.

## **4. OPEN-DOOR POLICY**

All ABC Company supervisors and managers are required to keep an open-door policy that fosters trust and encourages employees to report their concerns and engage in protected activities. Supervisors and managers must take all reports seriously and either refer the matter to the ABC Company HR Department or investigate it themselves.

## **5. NON-RETALIATION**

To repeat, neither ABC Company nor any of its managers, supervisors or other representatives and agents will retaliate in any way against any employee because he

or she:

- Acts in compliance with [province] workplace laws;
- Engages in work refusals, Joint Health and Safety Committee/Health and Safety Representative activities or exercises any other rights under OHS laws;
- Is or seeks to become a union member or engages in other activities protected by labour relations laws;
- Takes leave or other entitlements under Employment Standards laws;
- Discusses his or her or another person's salary or wages;
- Requests information about his or her legal rights under applicable workplace laws;
- Asks ABC Company to comply with those laws;
- Files a legal complaint, provides information to enforcement officials or participates in an investigation or legal proceeding under those laws.

## **6. DISCIPLINE**

Failure to comply with this Policy will be grounds for discipline, up to and including immediate termination for cause in accordance with the ABC Company Progressive Discipline Policy and applicable collective agreements.