



BULLYING POLICY

Every employee is entitled to employment free of *Bullying*. Wasco is committed to a bullying-free workplace where everyone is treated with dignity and respect.

Workplace bullying is defined as repeated and unreasonable behaviour directed towards a worker or a group of workers, that creates a risk to health and safety.

Repeated behaviour refers to the persistent nature of the behaviour and can involve a range of behaviours over time.

Unreasonable behaviour means behaviour that a reasonable person, having considered the circumstances, would see as unreasonable, including behaviour that is victimising, humiliating, intimidating or threatening.

Examples of behaviour, whether intentional or unintentional, that may be workplace bullying if they are repeated, unreasonable and creates a risk to health and safety include but are not limited to:

- abusive, insulting or offensive language or comments
- unjustified criticism or complaints
- deliberately excluding someone from workplace activities
- withholding information that is vital for effective work performance
- setting unreasonable timelines or constantly changing deadlines
- setting tasks that are unreasonably below or beyond a person's skill level
- denying access to information, supervision, consultation or resources to the detriment of the worker
- spreading misinformation or malicious rumours
- changing work arrangements such as rosters and leave to deliberately inconvenience a particular worker or workers.

Wasco, its managers and supervisors, will take all complaints of Bullying seriously. We are committed to implementing this policy and to ensuring it is effective in preventing and stopping bullying, as well as creating a productive and respectful workplace.

In accordance with Fair Work Act, all employees, including managers and supervisors employed by Wasco shall refrain from causing or participating in the bullying of another employee, and co-operate with any person investigating bullying complaints.

An employee who believes that they have been subjected to bullying is encouraged to first clearly and firmly make known to the alleged bully that the bullying is objectionable and must stop.

Where this cannot be done, or is unsuccessful, the employee should report the alleged bullying to the employer, or to one of the persons designated by the employer to receive complaints of bullying, namely: Direct Supervisor, HR representative or designated HSE personnel.



Mel Whyte
President
Wasco Australia

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