



Tool Box Talk Work Place Bullying

Workplace bullying and harassment is a safety and health issue that can compromise the mental and physical health and safety of workers and the work place. Harassment is defined as objectionable conduct that creates a risk to the health of a worker or extreme conduct that adversely affects a worker's psychological or physical well-being.

Bullying and harassing behavior can include:

- Verbal or written abuse or threats and gestures
- Personal ridicule
- Malicious or uncalled for interference with another's work or tools
- Spreading malicious rumors'

Reasonable day-to-day actions by a foreman or supervisor that help manage or direct a worker isn't harassment or bullying. Appropriate employee performance interactions or discipline by a supervisor or foreman isn't considered harassment or bullying.

Risk Assessment

Bullying and harassment affect people differently. Reactions may include one or any combination of the following:

- Decreased concentration or capacity to make decisions, which could lead to safety hazards (such as lack of attention when working with dangerous equipment or in dangerous areas on a site)
- Distress, anxiety, anger, sleep loss or the potential for substance abuse
- Physical illness
- Reduced work performance.
- Retaliation in manner which may cause damage to material, equipment or harm personnel

Bullying and harassment can also affect the overall workplace and may contribute to the following:

- Reduced efficiency and productivity due to poor morale
- Increased stress and tensions between workers
- Increased absenteeism
- Increase turnover, resulting in increased workloads or hours of work
- Lower levels of client/ owner satisfaction

Control Measures/Safeguards

Employer duties shall address the following:

- Not participate or allow bullying and harassment
- Develop a written policy and action plan to prevent harassment in the workplace
- Develop and implement procedures for reporting incidents and complaints
- Ensure all workers and supervisors know and follow the harassment prevention policy at all times.

Worker duties include the following:

- Act in a reasonable/professional manner in the workplace
- Report if harassment is observed or experienced
- Apply and Comply with the employer's policies and procedures on bullying and harassment.

