

Violence and harassment are health and safety hazards in many Yukon workplaces.

Workplace violence is generally understood as the threatened, attempted or actual application of physical force toward a worker that is likely to cause harm or lead a worker to believe that they are likely to be harmed. Violence can cause physical and psychological injuries.

Workplace harassment is generally understood as any objectionable comments or behaviours that we know, or should know, are likely unwelcome. This includes any inappropriate comments or objectionable behaviour relating to a worker's sex, sexual orientation, gender identity or gender expression, age, disability, religious beliefs or ethnic background. Examples include sexual advances, bullying, insults, threats, inappropriate jokes or images, gossip, vandalism and isolation.

It's not harassment when managers and supervisors are exercising reasonable managerial authority. For example, giving instructions, changing workers' job duties, determining schedules and workloads, evaluating performance or taking disciplinary actions.

Yukon Workers' Compensation Health and Safety Board

We work with employers, supervisors and workers. We aim to improve workplace health and safety and to help workers who may be injured on the job. We have clearly defined roles and responsibilities. There are limits to what legislation allows YWCHSB to do.

Experiencing workplace violence or harassment is distressing. Making sure everyone knows and understands what to expect—what we can and cannot do—can help.

Visit wcb.yk.ca/wvhp to find out more.

wcb.yk.ca



Yukon Workers' Compensation Health and Safety Board

**Workplace
Violence &
Harassment**

PREVENTION



We all have a role to play

Healthy and safe workplaces

We all want to keep healthy and safe at work. Positive and collaborative workplaces are key to protecting workers' physical and psychological health and safety. We can influence workplace culture by the things they say and do to encourage safe and acceptable behaviour.

Yukon Occupational Health and Safety Regulations are rules to help everyone in the workplace—employers, supervisors and workers—improve workplace safety cultures. Under the *Violence and Harassment Prevention Regulation*, employers have to plan to protect workers from violence and harassment.

Violence and harassment are hazards in any workplace, so all employers need a written policy and procedures that say what everyone in the workplace must do to prevent these hazards from causing harm.

Workplace Violence and Harassment Prevention Guide

The guide explains how to use the new Regulation to improve workplace safety culture and prevent violence and harassment.

The guide includes clear, easy to use and modifiable templates for all of the documents that workplaces need to meet the requirements of the Regulation.

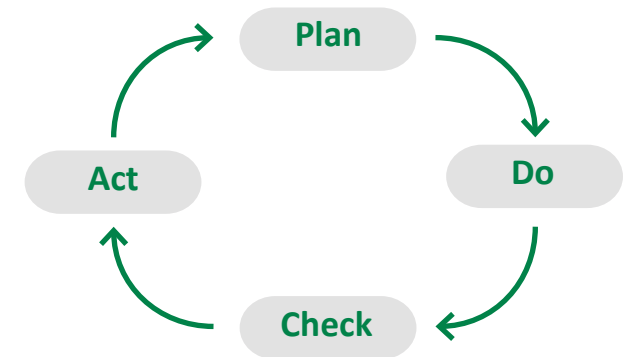
It all starts with planning ahead to protect workers from violence and harassment. This means identifying workplace roles and responsibilities, conducting workplace hazard assessments and documenting prevention measures in a written prevention policy and procedures.

The policy and procedures show workplaces' commitment to prevent violence and harassment, as well as the details of who does what, when and how. For example, how to report incidents, investigate incidents, share investigation results, apply corrective actions and support injured workers in a workplace.

Once the planning is complete, employers have to train workers about violence and harassment hazards and their violence and harassment prevention policy and procedures.

Employers also need to regularly check if their policies and procedures are working, if everyone in the workplace is doing what is expected of them.

Finally, as employers review their policies and procedures, they need to act on any findings by making ongoing improvements to the policy, procedures, training and any additional prevention measures, as they are needed.



The Workplace Violence and Harassment Prevention Guide is available online at wcb.ca/wvhp.



For more information or to request a printed copy of the guide, contact a safety officer. Call 867-667-5450 or 800-661-0443, or email worksafe@gov.yk.ca. We're available from 8:00 a.m. to 5:00 p.m. Monday to Friday.