

## HARRASSMENT & BULLYING POLICY

ICI Industries Pty Ltd (ICI Industries) is committed to providing its employees with a safe work environment that is free from inappropriate behaviour. Workplace Bullying and Harassment of any person or persons will not be tolerated.

### Definitions

#### **Harassment.**

Verbal, written or physical behaviour or conduct that is offensive, threatening, intimidating, abusive or belittling in nature, and that is unwelcome, unreciprocated, uninvited and usually, but not always repeated.

Examples; Unwelcome practical jokes,  
the use of unsuitable language in the workplace, and  
spreading gossip or rumours.

#### **Bullying**

Behaviour that is directed towards an employee or group of employees that would victimise, humiliate, undermine or threaten them.

Examples; Verbal abuse,  
intimidating behaviour,  
denying opportunities for training, promotion or interesting work, and  
excluding or isolating employees.

#### **Harassment and Bullying are illegal under a range of Federal and State legislation.**

ICI Industries is therefore committed to ensuring that:

- Harassment, bullying and workplace violence complaints are treated seriously;
- Complaints are attended to promptly and confidentially;
- Complaints are investigated impartially;
- Action is taken to ensure that misconduct does not continue; and
- Complainants and witnesses are not victimised in any way.

For more information on Elimination of Workplace Bullying and Harassment see supporting documentation ICI.WHS.PRO.002.

**ALL INDIVIDUALS AT WORK ARE RESPONSIBLE FOR THE HEALTH AND SAFETY OF THEMSELVES AND OTHERS.**

Graham Foley

MANAGING DIRECTOR

SIGNATURE

DATE