



Workplace Bullying, Harassment and Sexual Harassment Policy

Capalaba Greyhound Racing Club Ltd. is committed to promoting courtesy, trust and respect and to a working environment that is free from workplace bullying, harassment and sexual harassment. This organisation finds workplace bullying, harassment and sexual harassment unacceptable and will not tolerate it under any circumstance.

Workplace bullying, harassment and sexual harassment has a detrimental effect on an organisation and on individuals. Workplace bullying, harassment and sexual harassment may cause the loss of trained and talented workers, loss of profits, reduced productivity and morale, an unsafe working environment and create legal risks and legal costs for our business.

Individuals being bullied, harassed or sexually harassed can become stressed, anxious, depressed, physically ill, sleep deprived, withdrawn, aggressive and vengeful or can lose self confidence and self esteem.

Capalaba Greyhound Racing Club Ltd. aims to eliminate workplace bullying by:

- Providing general training to all workers and management aimed at eliminating workplace bullying, harassment and sexual harassment.
- Developing a code of conduct for all workers to understand and sign.
- Informing all workers and clients of this policy and how to make a complaint.
- Regularly reviewing the policy, grievance procedures and training of all workers.

Capalaba Greyhound Racing Club Ltd. requires all workers to behave responsibly by complying with this policy, to not tolerate unacceptable behaviour of others, to maintain confidentiality when providing information in an investigation and to report any incidence of workplace bullying, harassment and sexual harassment.

Managers and supervisors must ensure that workers are not bullied or harassed. They are required to personally demonstrate appropriate behaviour, promote the anti workplace bullying and harassment policy, treat complaints seriously and ensure where an employee makes or is witness to a complaint that they are not victimised.

Any instance of workplace bullying, harassment or sexual harassment should be directly reported to the Manager of the Capalaba Greyhound Racing Club Ltd.

Capalaba Greyhound Racing Club Ltd. has grievance and investigation procedures to deal with workplace bullying, harassment and sexual harassment. Any reports of workplace bullying, harassment or sexual harassment will be treated seriously and investigated promptly, confidentially and impartially. A person making a complaint and/or a witness of workplace bullying, harassment or sexual harassment will not be victimised.

Disciplinary action will be taken against a person or persons who bullies, harasses or sexually harasses an employee or agent of this organisation, or who victimises a person who has made, or is a witness, to a complaint. A visitor who bullies or harasses may be banned from these premises.

Erin Cameron

E. Cameron

Operations Manager

Date:

1.1.25