

STATUTORY POLICIES

Title:	2.1 OHS Bullying in the Workplace
Previous No:	
File No:	
Statutory Environment:	<i>Occupational Safety and Health Act 1984, and 2005 amendments Occupational Safety and Health Regulations 1996, and 2005 amendments</i>
Minute No:	
Last Updated:	September 2015
Review Date:	September 2019

Objective:

To enable all employees to work in an environment free from bullying.

Policy:

The Shire of Goomalling considers workplace bullying unacceptable and will not tolerate it under any circumstances. Workplace bullying is behaviour that harms, intimidates, offends, degrades or humiliates an employee, possibly in front of other employees, clients or customers. Workplace bullying may cause the loss of trained and talented employees, reduce productivity and morale and create legal risks.

The Shire of Goomalling believes all employees should be able to work in an environment free from bullying. Managers and supervisors must ensure employees are not bullied.

The Shire of Goomalling has grievance and investigation procedures to deal with workplace bullying. Any reports of workplace bullying will be treated seriously and investigated promptly, confidentially and impartially. The Shire of Goomalling encourages all employees to report workplace bullying. Managers and supervisors must ensure employees who make complaints or witnesses are not victimised. Disciplinary action will be taken against anyone who bullies a co-employee. Discipline may involve a warning, transfer, counselling, demotion or dismissal, depending on the circumstances.

The contact person for bullying at this workplace is the Finance Manager.