

MilIO Dance Projects Harassment Policy

A. Commitment and Purpose

MilIO Dance Projects (herein referred to as MDP) is committed to providing a work environment where all persons are treated with dignity and respect. MDP will not tolerate harassment of any kind; all creative, administrative, and educational spaces affiliated with the work of MDP are to be free of intimidation, oppression, exploitation.

The policy applies to all artists, consultants, workshop participants and volunteers of MDP and is in effect in all spaces affiliated with the work of MDP.

MDP will take immediate and corrective action in response to violations of this policy to ensure a positive, respectful and supportive work environment for all persons whose work is affiliated with MDP.

B. How do we define harassment?

This policy outlines and defines 1) **Workplace Violence**, 2) **Harassment** and 3) **Sexual Harassment**.

1) Workplace violence occurs when a person is abused, threatened, intimidated or assaulted in the course of employment. Workplace violence includes threatening behavior, verbal or written threats, verbal abuse and physical attacks and includes domestic violence.

Examples of workplace violence include, but are not limited to:

- Expressions of intent to inflict harm;
- Threatening activity such as raising a fist;
- Using or attempting to use physical force against another person;
- Shoving;
- Pushing;
- Hitting;
- Verbal abuse.

2) Harassment

Harassment is defined as any unwanted, explicit or implicit, inappropriate, hurtful or abusive behaviour directed at a person or persons in the workplace, which the person responsible for the behaviour knew or ought reasonably to have known could offend or cause harm.

Harassment also includes any actions, remarks or displays that belittle, disparage, humiliate or embarrass a person, and any intimidating, threatening or discriminatory behaviour.

Examples of harassment include, but are not limited to:

- Comments, banter, disparaging remarks, insults, touching;
- Gestures or behaviours that are demeaning to a person;
- Passive aggressive behavior such as sarcasm, ignoring requests, sabotage, gossip or complaining;
- Bullying, that is, any conduct that by reasonable standards, would be expected to cause insecurity, discomfort, offence or humiliation;
- Shouting, threats, reprimands, retaliation, intimidation or other similar gestures that are demeaning to a person;
- Remarks or jokes that are derogatory and offensive, for example, on any of the following grounds: race, colour, sex, pregnancy, sexual orientation, civil status, age, religion, body shape or size, political convictions, language, race, social economic status, disability, or criminal record.

3) Sexual Harassment

Sexual harassment is unwelcome, vexatious conduct of a sexual nature that detrimentally affects the work environment or leads to adverse job-related consequences for the victims of the harassment.

Examples of sexual harassment include, but are not limited to:

- Asking for sex in exchange for a benefit or a favour;
- Making unwelcome, persistent sexual advances or propositions;
- Making sexual jokes or innuendos;
- Use of inappropriate sexual gestures or body language;
- Posting or sharing pornography, sexual pictures or cartoons, sexually explicit graffiti, or other sexual images (including online);
- Making unnecessary physical contact, including unwanted touching, patting, hugging or brushing against a person's body;
- Invading personal space;
- Communications of a sexual nature that do not contribute to or advance the work;
- Sharing sexually explicit statements, stories, or anecdotes;
- Making remarks of a sexual nature about a person's body, clothing, or ways of moving and interacting with others;
- Leering or inappropriate staring;
- Demanding dates or sexual favours.

Note: Dance artists and participants will engage in the workshop and/or creative processes that involve physical touch. The lead members of MDP are committed to creating safe and respectful spaces for artistic exploration. This policy honors and celebrates the dignity, sensitivity, and wellbeing of all dance artists engaged in creating work with and/or with MDP.

C. Responsibilities and Rights

- All artists, consultants, workshop participants and volunteers have the right to a safe and respectful work environment. Workplace harassment – physical, psychological or sexual - is prohibited and MDP will not tolerate it in any way.
- MDP expects all artists, consultants, workshop participants and volunteers to contribute to a safe, supportive and respectful working environment.
- All artists, consultants, workshop participants and volunteers have the right to file a complaint if subjected to physical, psychological, or sexual workplace harassment.
- Confidentiality related to complaints will be honoured at all times, on behalf of the complainant and the alleged harasser.

D. Handling of a complaint

MDP aims to create a work environment where all members, artists, consultants and volunteers share a commitment to prevent violence, harassment, and sexual harassment from happening in the first place. However, should an incident occur and/or a complaint be filed, the following procedures will be activated:

In the event of a physical assault or dangerous situation, a report will be filed with police.

Submission of Written Complaint

A complaint of violence, harassment, or sexual harassment may be filed with the lead members of MDP. The complaint must include details of the allegations, the name of the alleged harasser, his/her/their position, a description of the event(s), the relevant date(s) and, if applicable, the name(s) of the witness(es).

Investigation of a Complaint

Upon receiving the complaint, MDP in collaboration with a third party Human Resources (HR) Representative or investigator if needed, will be appointed to conduct an inquiry.

The investigator(s) of the inquiry will provide a report to the lead members of MDP that includes a summary of the allegations and evidence, an analysis of the evidence, and a final determination of the veracity of the complaint.

If the veracity of the complaint is confirmed through the investigation, a decision regarding the corrective action will be taken.

Corrective Action

MDP and the HR Representative, if appropriate, will determine the appropriate corrective action. This may include one or more of the following:

- Obligation to make a formal apology (verbally or in writing);

- Verbal or written reprimand;
- Mandatory participation in a training session on appropriate workplace behaviour;
- Suspension, with or without pay;

Any form of retaliation against a workshop participant who has made a complaint in good faith, is in itself a breach of this policy. Disciplinary action will be taken against any person engaging in such behaviour, up to and including termination of the course.

Complaints submitted in bad faith or as revenge constitute an offence subject to corrective action. The same applies to any person who participates in any such complaint (witness or other).

E. Acknowledgement and Liability

All lead members, artists, consultants, workshop participants and volunteers must acknowledge that they have received this policy and that they understand and agree to comply with its terms and conditions. An individual who makes unwelcomed advances, threatens, or in any way harasses another employee is personally liable for such actions and their consequences.

F. Further Modifications

To the Policy MDP lead members reserve the right to modify this policy to more adequately reflect its changing needs and the needs of MDP as well as in accordance with applicable legislation. The modification of this policy cannot be done without written approval from same here Mio Sakamoto and Geanderson Mello.