



Africa Healthcare Development Trust (AHDT) Anti-Bullying and Harassment Policy

Introduction

At Africa Healthcare Development Trust (AHDT), we are committed to providing a safe, respectful, and supportive working environment. This Anti-Bullying and Harassment Policy reflects our commitment to ensuring all employees, volunteers, and associates are treated with dignity and respect, and are free from all forms of bullying and harassment.

Purpose

The purpose of this policy is to define and address bullying and harassment within AHDT, ensuring a positive and professional working environment that aligns with our values of compassion, integrity, and collaboration.

Scope

This policy applies to all individuals working at all levels and grades within AHDT, including senior managers, officers, trustees, employees, volunteers, consultants, contractors, trainees, and seconded staff.

Definitions

- **Bullying:** Unwanted behaviour that makes someone feel intimidated, degraded, humiliated, or offended. It may be between two individuals or involve groups of people.
- **Harassment:** Unwanted conduct related to a relevant protected characteristic that violates an individual's dignity or creates an intimidating, hostile, degrading, humiliating, or offensive environment for that individual.

Policy Statement

- AHDT strictly prohibits bullying and harassment in any form. This includes verbal, physical, and cyberbullying, as well as harassment based on race, gender, religion, sexual orientation, disability, or any other protected characteristic.
- Retaliation against an individual for reporting bullying or harassment or for participating in an investigation of a claim is also strictly prohibited.

Responsibilities

- **All Members:** To conduct themselves in a manner consistent with this policy and report any instances of bullying or harassment.
- **Managers:** To address any issues of bullying or harassment promptly and fairly.

- **AHDT Leadership:** To ensure this policy is implemented effectively and to foster a culture of respect and dignity.

Reporting Procedures

- Any instances of bullying or harassment should be reported immediately to a supervisor, manager, or designated officer.
- AHDT assures all members that reports will be treated confidentially and investigated promptly.

Investigation

- Upon receiving a complaint, an impartial investigation will be conducted to determine the facts.
- Both the complainant and the alleged perpetrator will be given the opportunity to present their case.

Disciplinary Action

- Any member found to have bullied or harassed another member will face disciplinary action, up to and including dismissal.
- Disciplinary measures will be commensurate with the severity of the offence.

Training and Awareness

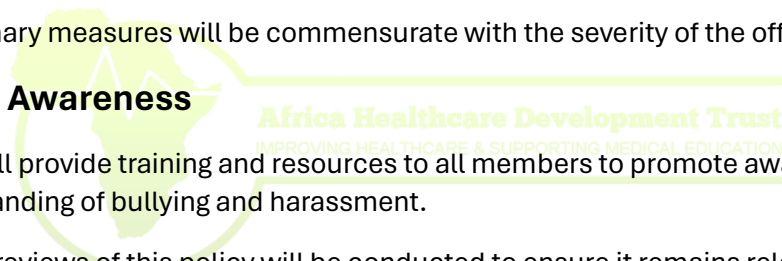
- AHDT will provide training and resources to all members to promote awareness and understanding of bullying and harassment.
- Regular reviews of this policy will be conducted to ensure it remains relevant and effective.

Support for Victims

- AHDT will offer support and resources to victims of bullying and harassment, including access to counselling and support services.

Review and Monitoring

- This policy will be reviewed regularly to ensure its effectiveness.
- Monitoring mechanisms will be put in place to assess the policy's impact and to make improvements as needed.



Conclusion

AHDT is committed to creating a work environment where all members are treated with respect and dignity. This Anti-Bullying and Harassment Policy is a cornerstone of our commitment to our values and the well-being of everyone involved in our organisation.

