



SOS Emergency Response Technologies
Creating safer workplace environments since 1978

Bullying & Harassment in the Workplace Workshop

This Introductory 2-hour ZOOM workshop is a good starting point in ensuring an organization is not only achieving compliance with WorkSafeBC policies, but it is creating meaningful organizational change that will help prevent bullying and harassment. This workshop is also beneficial for those wanting to review their present respectful workplace policies to ensure their organization maintains its strong company culture and improve worker productivity.

BC employers, supervisors and employees work under a set of three legally binding WorkSafeBC policies. As an employer, you must take reasonable steps to prevent workplace bullying and harassment.

Armed with anti-bullying and harassment policies, many organizations want to achieve compliance and to make real change. This legislation requires that processes and training programs are in place to prevent bullying and harassment in the workplace, as well as address what to do in the event it occurs. It must be integrated into all of an organization's practices. The best strategy is always prevention.

The workshop will review 9 steps one can take to prevent bullying and harassment in an organization:

1. A clear "Respectful Workplace" policy and procedures that includes the responsibilities of Employers, Supervisors and Employees as required by WorkSafeBC.
2. Ensure the policy is communicated and that procedures are trained.
3. Conduct a risk assessment to identify:
 - Job stressors – normal or potential for excessive intensity or duration .
 - Environmental high-risk areas – safety sensitive positions, isolated workers, negative workspaces .
 - Interpersonal high-risk areas – aggressive management styles, poor relationships, challenging clients/customers/vendors, "ticking time bombs" .
 - Human Resources high risk areas – discipline/termination, performance management, investigations .
4. Take steps to address issues arising from your risk assessment.
5. Respond to potential claims.
6. Identify early warning signs.
 - Distress
 - Isolation
 - Increased absenteeism
 - Changes in demeanor
7. Recognize and deal with problematic behavior even if no complaint.
8. Respond to complaints quickly and thoroughly.
9. Ask for expert assistance when needed.

*For an In-Person experience, partner with the: Violence Prevention in the Workplace Workshop

Email for information on any of these products or services.

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