

REQUEST FOR DECISION

CFUW Board Meeting November 14, 2012

TOPIC: Respectful Organization

ISSUE: The need for an organizational policy on respectful treatment of members, staff and volunteers

MOTION: That the CFUW Respectful Treatment Policy (attached) be accepted.

BACKGROUND INFORMATION: In our Strategic Plan 2012-2014, we state our values on human rights and respect and caring . Although, there is in place a Harassment Policy that deals with the harassment in the workplace (effective Nov. 1, 2010), we do not have one for other places where disrespectful or harassing behavior occurs within the organization.

FINANCIAL IMPLICATIONS: none

OPERATIONAL IMPLICATIONS: HR Committee to work with Executive Director to develop a thorough, comprehensive procedure for this policy.

COMUNICATION IMPLICATIONS: The policy (and subsequent procedure) needs to be disseminated throughout the organization.

Moved by: Human Resources Committee (Karen Dunnett)

Seconded by: n/a

DATE: **November 2, 2012**

CFUW Respectful Treatment Policy - Draft November 2, 2012

Policy

Every person can expect to be treated respectfully in CFUW. Every member, employee, and volunteer has the responsibility to refrain from participating in behaviour that is, or could be perceived to be, disrespectful in nature.

Statement of Commitment

CFUW recognizes its responsibility to build and maintain a diverse, respectful organization where all enjoy an environment in which the dignity and self-respect of every person is valued and which is free of offensive remarks, material or behaviour. We recognize that conflicts and disrespectful behaviour can jeopardize an individual's dignity, self-esteem and well-being and possibly undermine our CFUW relationships, friendships and productivity.

A truly respectful organization requires the cooperation and support from each and every person in the organization. Everyone has a responsibility to set a positive example and behave in a manner which will not offend, embarrass or humiliate others, whether deliberate or unintentional.

The principle of fair and respectful treatment is a fundamental one that CFUW commits to uphold for its employees, members and those who work with us. This same commitment must come from all our members, employees, and volunteers. Together we can ensure that every individual is treated respectfully and courteously.