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# **Healthy Workplaces**

*Can NOT include Harassment*

# Statistics

“Canada is ranked fourth for aggressive workplaces.”

Stats Canada 2004

“1 in 5 violent incidents that occur in Canada occur in our workplaces.”

Stats Canada 2004

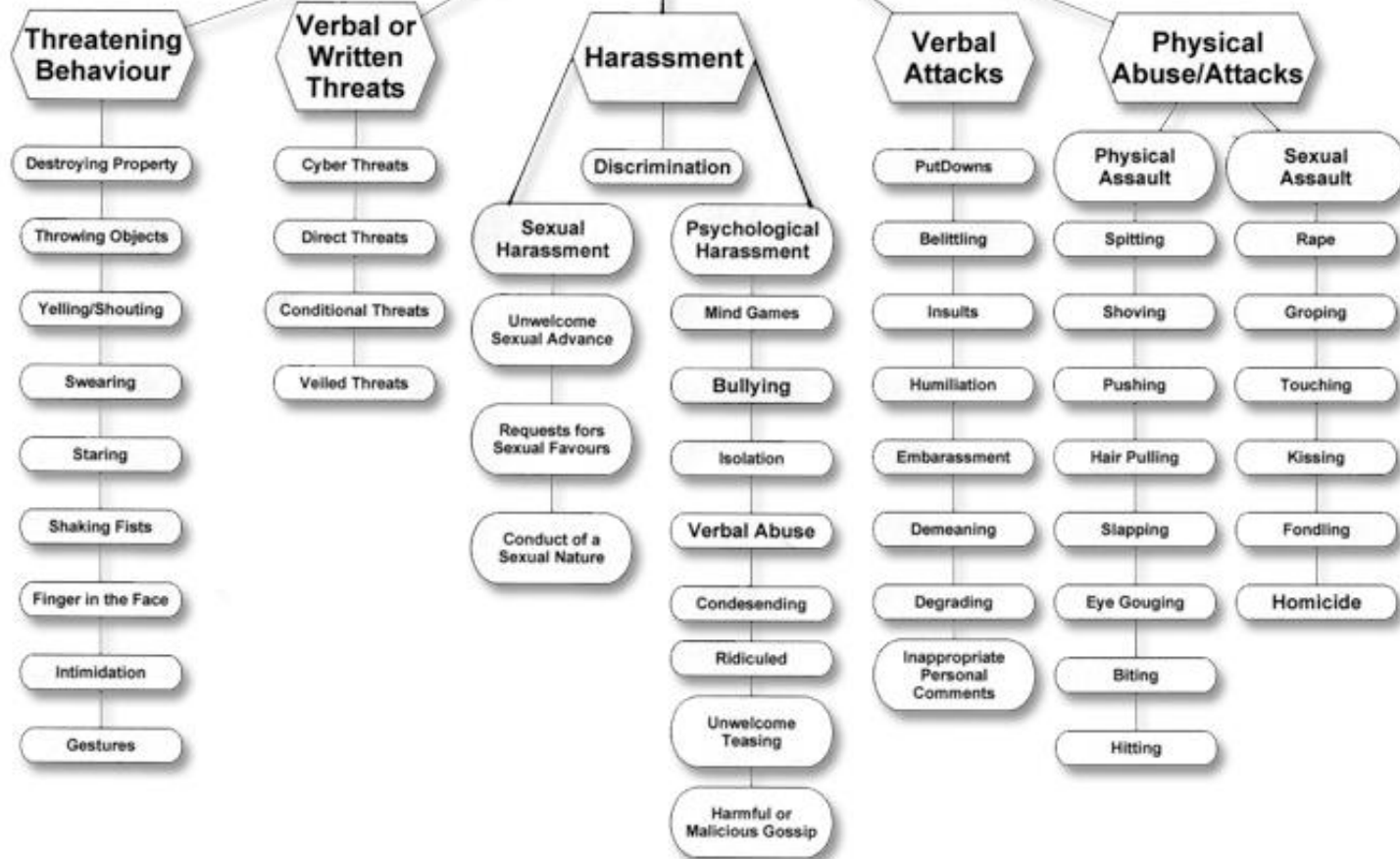
“71% of workplace violent incidents were classified as physical assaults.”

Stats Canada 2004

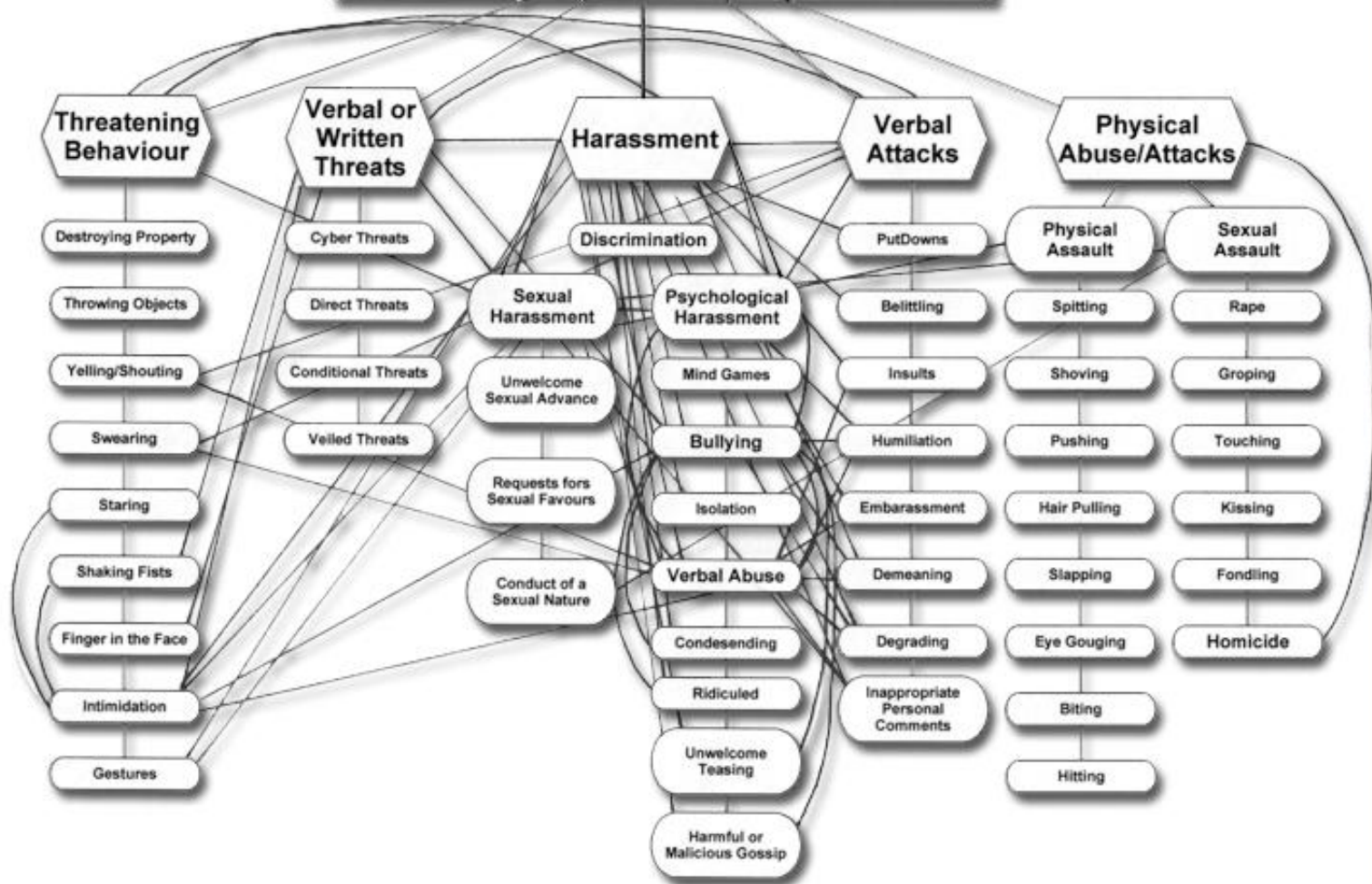
“66% of violent workplace incidents were committed by someone known to the victim, 18% of those were committed by a co-worker.”

Stats Canada 2004

# Workplace Violence



# Workplace Violence



## *Harassment includes but is not limited to:*

- *Discrimination*
- *Verbal Abuse*
- *Sexual Harassment*
- *Mind Games*
- *Bullying*
- *Unwelcome Sexual Advances*
- *Requests for Sexual Favours*
- *Psychological Harassment*
- *Condescension*
- *Ridiculed*
- *Isolation*
- *Unwelcome Teasing*
- *Conduct of a Sexual Nature*
- *Harmful or Malicious Gossip*

*“Harassment – any behaviour that demeans, embarrasses, humiliates, annoys, alarms or verbally abuses a person and that is known or would be expected to be unwelcome. This includes words, gestures, intimidation, bullying or other inappropriate activities.”*

*CCOHS – Canada’s National Occupational Health & Safety Resources*

# Effects on the Workplace

- Excessive staff turnover, transfers and quitting
- Excessive employee sick days
- Excessive number of employee sick leaves
- High number of formal complaints made
- High number of disciplinary meetings/actions
- High number of warnings issued
- Legal action involving employees

# Costs

*The following happened in 1 office with 52 employees with 1 year:*

<b>Excessive Sick Days</b>	Cost	<b>\$ 350,000</b>
<b>56% Turnover Rate</b>	Cost	<b>\$ 510,000</b>
<b>4 Short Term Sick Leaves</b>	Cost	<b>\$ 70,000</b>
<b>2 Severance Packages</b>	Cost	<b>\$ 70,000</b>
<b>One Bully</b>	<b>Total Cost</b>	<b>\$ 685,000</b>

\* All figures are approximate costs and do not include additional soft costs (i.e. loss of productivity, advertising costs, cost of HR and Management time, cost of hiring and training).

# Benefits

- **Higher productivity rates**
- **Higher morale levels**
- **Lower turnover rates**
- **Lower absenteeism rate**
- **Lower number of sick leaves**
- **Lower health insurance rates**
- **Lower legal costs**

# Prevent Harassment

- Harassment is a health & safety hazard
- Harassment Prevention is legislated under Ontario's Bill 168

# Employers Can Prevent Harassment

- **Culture**
- **Risk Assessment**
- **Policy**
- **Procedures**
- **Reporting System**
- **Investigation System**
- **Training**

# Individuals Can Prevent Harassment

- **Stand Up**
  - Empower staff to stand up and say something
- **Take Notes**
- **Report It!**



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