

## **SEXUAL HARASSMENT CODE OF CONDUCT**

We have adopted the following Sexual Harassment Code of Conduct, and we expect all employees, workers, visitors, and associates to agree to the following:

- Bad and/or offensive language or gestures of any nature should not be used in the workplace, whether directed at a particular person or not.
- Inappropriate images or other content should not be viewed or shared at work.
- You should always think before making a joke in the workplace – could anyone be upset or offended by what you say?
- You should never invade colleagues' personal space.
- You should not exclude colleagues unfairly from discussions or events.
- You should not use crude humour.
- You should not use an aggressive tone or aggressive language when speaking with colleagues.
- You should not be physically aggressive towards colleagues.
- You should not make sexually suggestive comments
- You should not mock, mimic or belittle colleagues in relation to any protected characteristic or otherwise
- You should not gossip about your colleagues.

Our Sexual Harassment Code of Conduct and zero tolerance of harassment in the workplace apply equally:

- at work; or
- during any situation related to work such as at a social event with colleagues; or
- against a colleague or other person connected to the employer outside of a work situation, including on social media; or
- against anyone outside of a work situation where the incident is relevant to your suitability to carry out your role.