



# Calgary Pub Darts Association

## Violence & Harassment Policy

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### 1. POLICY STATEMENT

- 1.1. Calgary Pub Darts Association ('CPDA') is committed to providing a sport environment that is safe and free of violence, harassment or abuse ('Harassment').
- 1.2. Every person that participates in a CPDA event or uses its services has a right to participate in an environment which promotes dignity, respect and equal opportunity.
- 1.3. CPDA prohibits discrimination on the basis of race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status, disability or pardoned conviction.
- 1.4. This policy applies to directors, officers, members, athletes, coaches, officials, administrators, volunteers and other persons who participate in its events and use its services.
- 1.5. It is the responsibility of members of CPDA to report all incidents of 'Harassment' regardless of who the offender may be.
- 1.6. In addition to this policy, every person who experiences 'Harassment' continues to have the right to seek assistance from their provincial or territorial Human Rights Commission or through other legal means.

### 2. DEFINITIONS

- 2.1. 'Harassment' takes many forms but can generally be defined as a comment, conduct or gesture, directed toward an individual or group of individuals, which is insulting, intimidating, humiliating, malicious, degrading or offensive.
- 2.2. For the purposes of this policy, sexual harassment is defined as unwelcomed sexual advances, requests for sexual favours, or other verbal or physical conduct of a sexual nature when:
  - 2.2.1. Submitting to or rejecting this conduct is used as the basis for making decisions which affect the individual, including advancement, training or other related opportunities or benefits; or
  - 2.2.2. Such conduct has the purpose or effect of interfering with an individual's performance; or
  - 2.2.3. Such conduct creates an intimidating, hostile, or offensive environment.
- 2.3. Sexual harassment is generally associated with behaviour by males toward females; however, sexual harassment can also occur between males, between females, or as behaviour by females toward males.
- 2.4. Types of behaviour which constitute 'Harassment' include (but are not limited to):
  - 2.4.1. Written or verbal abuse or threats;
  - 2.4.2. The display of visual material which is offensive or which one ought to know is offensive;



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- 2.4.3. Unwelcome remarks, jokes, comments, innuendo, or taunting about a person's looks, body, attire, age, race, religion, sex, or sexual orientation;
  - 2.4.4. Leering and other suggestive or obscene gestures;
  - 2.4.5. Condescending, paternalistic, or patronizing behaviour which undermines self-esteem, diminishes performance, or adversely affects working conditions;
  - 2.4.6. Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance;
  - 2.4.7. Unwanted physical contact including touching, petting, pinching or kissing;
  - 2.4.8. Unwelcome sexual flirtations, advances, requests, or invitations; or
  - 2.4.9. Physical or sexual assault.
- 2.5. For the purposes of this policy, retaliation against an individual
- 2.5.1. For having filed a complaint under this policy; or
  - 2.5.2. For having participated in any investigation; or
  - 2.5.3. For having been associated with a person who filed a complaint or participated in any procedure under this policy will be treated as harassment, and will not be tolerated.

### 3. RESPONSIBILITY

- 3.1. The CPDA Executive Committee is responsible for the implementation of this policy. They shall take steps to:
- 3.1.1. Discourage and prevent 'Harassment' within its sports environment;
  - 3.1.2. Investigate formal complaints of 'Harassment' in a sensitive, responsible and timely manner;
  - 3.1.3. Imposing appropriate disciplinary or corrective measures when a complaint of 'Harassment' has been substantiated, regardless of the position or authority of the offender;
  - 3.1.4. Provide advice to persons who experience 'Harassment';
  - 3.1.5. Do all in their power to support and assist anyone involved in CPDA events who experiences 'Harassment';
  - 3.1.6. Make prospective members of CPDA aware of this policy (via the newsletters and their website), and provide suggestions to minimize or prevent this behaviour in the sport of darts;



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3.1.7. Inform both complainants and respondents of the procedures contained in this policy and of their rights under the Law;

3.1.8. Ensure that a complaint is conducted in accordance with all other CPDA policies, including the Privacy and Personal Information Protection Policy and the Disciplinary Proceedings Policy.

3.2. Members of CPDA, particularly Coaches and Officials, have a responsibility to play a part in ensuring that the sport environment is free from 'Harassment'. This means not engaging in, allowing, condoning, or ignoring behaviour contrary to this policy. In addition, any member of CPDA who believes that a fellow member has experienced or is experiencing 'Harassment' is encouraged to notify CPDA.

#### 4. DISCIPLINARY ACTION

4.1. Members of CPDA, against whom a complaint of 'Harassment' is substantiated, may be subject to disciplinary action, in accordance with the CPDA Disciplinary Proceedings Policy.

#### 5. CONFIDENTIALITY

5.1. CPDA understands that it is extremely difficult to come forward with a complaint of 'Harassment' and also that it is devastating to be wrongly convicted of 'Harassment'. CPDA recognizes the interests of both the complainant and respondent in keeping the matter confidential.

5.2. The CPDA Executive shall not disclose the name of the complainant, the circumstances giving rise to a complaint, or the name of the respondent unless such a disclosure is required for a disciplinary proceeding.

#### 6. COMPLAINT PROCEDURE

6.1. A person who experiences 'Harassment' is encouraged to make it known to the harasser that the behaviour is unwelcome, offensive, and contrary to this policy;

6.2. If confronting the harasser is not possible, or if after confronting the harasser the behaviour continues, the complainant should seek the advice from a CPDA Executive Officer.

6.3. The CPDA Executive Officer shall inform the complainant of;

6.3.1. The right to lay a formal written complaint under this policy when an informal resolution is inappropriate or not feasible;

6.3.2. The confidentiality provisions of this policy;



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- 6.3.3. The right to withdraw from any further action in connection with the complaint at any stage (even though CPDA might continue to investigate the complaint); and
- 6.3.4. Other avenues of recourse, including the right to file a complaint with a Human Rights Commission or, where appropriate, to contact the Police to have a formal charge laid.
- 6.4. When determining appropriate disciplinary action and corrective measures, the Disciplinary Committee shall consider such factors as:
  - 6.4.1. The nature of the harassment and the age of the complainant;
  - 6.4.2. Whether the harassment involved any physical contact;
  - 6.4.3. Whether the harassment was an isolated incident or part of an ongoing pattern;
  - 6.4.4. The nature of the relationship between complainant and harasser;
  - 6.4.5. Whether the harasser has been involved in previous harassment incidents; and
  - 6.4.6. Whether the harasser admitted responsibility and expressed a willingness to change.
- 6.5. In recommending Disciplinary Action, the Disciplinary Committee may consider the following options, singly or in combination, depending on the severity of the harassment;
  - 6.5.1. An apology, written or verbal;
  - 6.5.2. A letter of reprimand; and/or
  - 6.5.3. Suspension from membership and/or membership privileges.

## 7. APPEALS

- 7.1. Appeals shall be conducted in accordance with the CPDA Disciplinary Proceedings Policy.