## J.E. SELLORS SERVICES LTD. WORKPLACE VIOLENCE AND HARASSMENT POLICY

J.E. SELLORS SERVICES LTD. is committed to providing all personnel with a safe and respectful workplace. Harassment, violence or threats of violence in the workplace is unacceptable and will not be tolerated.

The definition of violence includes, but is not limited to;

- Intending physical harm
- Threatening physical harm
- Physical intimidation
- Joking about violence
- Brandishing weapons
- Coercing other employees

The Canadian human rights commission defines as unacceptable any form of harassment or discrimination based on:

- Race
- Ethnic origin
- Skin color
- Age
- Religion
- Gender
- Sexual orientation
- · Family or marital status
- Disability
- Pardoned criminal convictions

J.E. SELLORS SERVICES LTD. will use disciplinary policies to control and eliminate all forms of violence or harassment which is in any way associated with our personnel or operations. Any incidents or suspected incidents of violence or harassment will be investigated. Disciplinary actions include but are not limited to demotion, suspension or termination of employment.

Jeremy Sellors	February 2012	
President	•	