

SEXUAL HARRASSMENT

Sexual harassment is an unwelcome, unsolicited or unreciprocated behaviour of a nature or connotation (whether physical, spoken or written) between people, either individually or in groups.

It may comprise requests for sexual favours that occur in the working environment and are considered to affect the working relationships of the persons concerned. Sexual harassment may occur between persons of the opposite sex or the same sex.

Under the Sexual Discrimination Act, Sexual Harassment has 3 elements;

1. Behavior which is of sexual nature
2. Behavior which is unwelcome
3. In the circumstances where a reasonable person should have expected that the behavior would offend, humiliate, or intimidate.

Sexual harassment does not include mutually agreed or reciprocated behavior which does not offend the other person. However, mutually agreed behaviour becomes harassment when it continues after a request from the other person that it cease.

### WHAT TO DO IF YOU THINK THAT YOU HAVE BEEN SEXUALLY HARASSED?

Take immediate action to resolve the issue. The following options are available to you at any time:

1. Talk to a Roubler representative who will give you confidential advice and guidance about how to handle the problem.
2. Lodge a formal complaint with Roubler.

Roubler is committed to providing an environment which is safe and comfortable for all employees. You will not be disadvantaged in your employment conditions or opportunities as a result of reporting or lodging a complaint in regards to the aforementioned. Any employee found to be harassing another employee or client will be dealt with in a disciplinary interview and can lead to instant dismissal.