



POLICY TITLE: **HARASSMENT**

DATE: February 2016

The Alberta Carriage Driving Association (ACDA) is committed to maintaining a welcoming, equal opportunity environment at all its events, and throughout its website and social media.

Accordingly, contravention of this policy will result in loss of membership, loss of advertising privileges, and/or removal from social media groups administered by the ACDA, at the discretion of the Board.

Harassment can take many forms.

1. DEFINITIONS:

1.1. **Online harassment** has a number of other names such as “cyber bullying” or “cyber stalking” and is conducted through the use of a computer and access to the Internet/social media. It refers to:

1.1.1. Direct communication through email

1.1.2. Internet harassment, where the offender publishes offensive or threatening information about the victim on the Internet or through social media

1.1.3. The publishing or sending of intimate, provocative or sexual pictures or photos of an individual, regardless of whether such pictures were taken consensually

1.1.4. Efforts through social media to instill anger or hate toward an individual from others on social media

1.1.5. Unauthorized use, control or sabotage of the victim’s computer.

1.2. **Creating a Poisoned Sports Environment** refers to:

A poisoned sports environment constitutes harassment, regardless of whether individuals complain or not. As with other forms of harassment, a poisoned sports environment denigrates an individual’s equipment, equine, race, ethnic background, origin or record of offence. Contributing to a poisoned sports environment can occur at:

- Sporting events and competitions
- Training sessions and workshops
- Sport-related travel
- Over the telephone
- At the organization’s business or social functions
- Meetings and conferences
- Anywhere a person happens to be as a result of sport-related relationships or responsibilities



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2. PROCESS:

A harassment complaint may be made through any method, in any format, to any member of the Board. That Board member will contact the President immediately to request a special teleconference, at which the complaint will be discussed. The Board will be asked to reach a unanimous conclusion on the action to be taken, which may include any or all of the following:

- 2.1. A discussion with, or letter to, the offending member
- 2.2. Loss of advertising privileges
- 2.3. Removal (and/or blocking) from social media groups administered by the ACDA
- 2.4. Loss of membership in the ACDA, which would entail loss of all associated privileges (voting, membership lists, participation in events, advertising, etc)

3. DOCUMENTATION: All harassment complaints submitted to the Board must be documented. The complainant and offender will receive copies of the decision.