



HARRASSMENT PREVENTION POLICY

All employees are entitled to a work environment free of harassment. E4 Homes Inc will take all reasonable measures to ensure that no employee is exposed to harassment during their employment by enforcing a “zero tolerance” policy. Violators of the policy will be subject to disciplinary action in accordance with company developed procedures, or at the discretion of senior management.

WSH legislation defines “harassment” as, “any objectionable conduct that creates a risk to the health of a worker; or severe conduct that adversely affects a worker’s psychological or physical well-being.”

E4 Homes Inc defines this as any comment or display by a person that is directed at a worker in a workplace or is made on the basis of race, creed, religion, colour, sex, sexual orientation, gender determined characteristics, political belief, political association, political activity, marital status, family status, source of income, disability, size or weight, age, nationality, ancestry, or place of origin that may affect a workers psychological or physical well-being.

All employees must report harassment complaints to their immediate supervisor upon occurrence. The supervisor in conjunction with senior management and the WSH committee member will investigate each complaint while maintaining confidentiality. The details of the complaint investigation will be documented, interviews may be conducted, and the complainant and the alleged harasser will be informed of the results of the investigation. Details of the investigation may only be disclosed if necessary, to proceed with the investigation of the complaint, take corrective action, or are required by law. Employees have the right to file a complaint with the Manitoba Human Rights Commission. E4 Homes Inc harassment policy is not intended to discourage or prevent the complainant from exercising any other legal rights pursuant to any other law.

E4 Homes Inc will endeavor to work in a spirit of consultation and cooperation with all employees to achieve a respectful work environment for all employees.

Owner

Date