

Policy on the Prevention of Harassment and Workplace Violence

The Bank is committed to providing a safe and inclusive work environment and does not tolerate any form of harassment or workplace violence.

As such:

The Bank periodically raises awareness and trains its employees and managers with regards to preventing harassment and workplace violence in accordance with applicable legislation.

The Bank has adopted a **zero-tolerance** Policy, applicable at all times and regularly revised, which provides for, *inter alia*, the following:

- › The Bank's commitments towards the prevention of harassment and workplace violence.
- › The scope of application: applicable to all employees, officers and members of management, regardless of their employee status or their position held, as well as consultants, suppliers and members of the Board of Directors. In addition, the Policy provides that it applies to all workplaces and telework locations, as well as to any other situation that has an impact on the workplace.
- › A definition of harassment and violence that includes any act, conduct or comment, including those of a sexual nature, that is likely to cause offence, humiliation or other physical or psychological injury or illness to an employee and includes discriminatory harassment based on a prohibited ground pursuant to the [Canadian Human Rights Act](#) as well as psychological and sexual harassment.
- › A clear and simple process for reporting when an individual is witness or claims to be a victim of workplace harassment or violence.
- › A rigorous complaint resolution process, including an investigation process.
- › A team of counsellors who are competent and trained on the subject and who can quickly intervene in any situation brought to their attention.
- › A prohibition to threaten or retaliate against anyone who has reported an incident, filed a complaint or provided information regarding a situation of harassment or workplace violence.
- › A commitment of confidentiality on behalf of the Bank throughout the entire process.
- › The internal and external resources available to persons alleging harassment or workplace violence.
- › The resources available to all the parties involved.

The Bank has put in place a structure that continuously ensures good governance of the practice concerning the prevention of harassment and workplace violence.