


	SUBJECT: Discrimination Policy	POLICY NUMBER: C1100	AUDIENCE: College-wide
	APPROVED BY:	DATE APPROVED:	DATE EFFECTIVE:
		November 30, 2022	
	REVIEW CYCLE: 3 Years	NEXT REVIEW:	Page 1 of 5

EXECUTIVE ASSISTANT TO THE PRESIDENT SIGNATURE:

British Columbia Human Rights Code

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2. SCOPE

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	APPROVED BY: Senior Leadership Team	DATE APPROVED: November 30, 2022	DATE EFFECTIVE: August 28, 2024
	DEPARTMENT: Human Resources	SUPERCEDES POLICY DATED: November 30, 2022	DISTRIBUTION: Online
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- iii. there are reasonable grounds to believe that others in CCNM or greater community may be at risk of harm.
- b. In circumstances where information must be disclosed to prevent harm, it shall only be shared on a need-to-know basis, and CCNM will only disclose the minimum amount of personal information or details necessary for these purposes.
- c. Persons involved in a complaint must and are expected to maintain confidentiality. If breaches of confidentiality occur, they will be followed-up and depending on the circumstances, may result in sanctions and/or discipline against the person responsible for the breach.

7. REPORTING INCIDENTS OF DISCRIMINATION

- a. Any Community Member who believes they have been subject to Discrimination may choose to address the situation directly, if they feel comfortable doing so through a direct conversation or in writing, where they should clearly describe the unwelcome behaviour and request its cessation.
- b. Any member of the CCNM Community experiencing Discrimination must promptly report the incident.
- c. The EDI Officer, and where applicable, the Legal Counsel, with power delegated from the Executive Director, Human Resources will be responsible for reviewing complaints, conducting consultations, and the formal resolution process, including conducting investigations.
- d. Once an investigation has been initiated, interim measures may be considered by the Human Resources Department to safeguard the integrity of the process and protect the Complainant or other CCNM Community Members, who will be notified in writing of any such measures. Interim measures will be established in consultation with Security and the Employee's Manager and as needed consultation with the President & CEO. Interim measures are not penalties and do not constitute any findings under this Policy.

8. FRAUDULENT OR MALICIOUS COMPLAINTS

- a. Disclosures or complaints that are found under this Policy to be Frivolous, Vexatious, or in Bad Faith will not be tolerated.
- b. Any individual who knowingly makes a false allegation related to this Policy will be subject to immediate disciplinary action, up to and including termination of employment or expulsion from CCNM.

9. REMEDIES AND SANCTIONS

- a. An Employee who is found to have engaged in any kind of inappropriate behaviour as outlined in this Policy, including breach of confidentiality, initiating a Frivolous or Vexatious complaint, engaging in Reprisal against an individual who has initiated a complaint under this Policy, may be subject to corrective measures appropriate for the circumstances.
- b. Any disciplinary action will be determined by the Executive Director, Human Resources in consultation with the President & CEO, and will be proportional to the seriousness of the

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