

Anti-Bullying and Harassment Policy

Updated March 2024

The World Ethical Data Foundation (WEDF) is committed to the principles and required conduct needed in preventing bullying and harassment in the workplace.

Our governance policies are in development. Where differences in legal terms, clauses or standards may apply, European law supersedes any others.

Stichting World Ethical Data Foundation is based in The Netherlands and strictly adheres to European Law. WEDF believes in a world where technological progress serves humanity because it's governed by ethics that bring us closer together. To achieve this, the WEDF works across multiple geographies and communities, including the vulnerable and marginalised.

Within our supply chain the WEDF works with external businesses, self-employed consultants, public traded companies, non-governmental organisations, community-based organisations and not-for-profit organisations located around the world.

WEDF commits to working with organisations that share our values and expectations regarding bullying and harassment.

The WEDF's leadership is under the direction of the General Director and Senior Management Team who oversee and enforce the WEDF's policies with all representatives.

WEDF aims to provide all employees and volunteers with a working environment free from all forms of discrimination and harassment and which is conducive to the health, confidence, morale and effective performance of our employees.

WEDF also aims to create a harmonious working environment in which no employee or volunteer feels apprehensive because of their religious belief or political opinion. Intimidation or harassment, in any form, is unacceptable behaviour.

Any harassment or intimidation of employees or volunteers is wholly unacceptable and is regarded as a serious breach of discipline. If an allegation of harassment is proven, this would constitute gross misconduct under the disciplinary rules and those responsible may be summarily dismissed.

It is essential to reinforce that it is the way an action or comment is perceived which will determine whether or not it constitutes harassment, not the intent of the perpetrator.

Harassment can take many forms, and may involve verbal, non-verbal or physical conduct directed at one person or a group of people. In general terms, it is an unwanted action that is intimidating, embarrassing, humiliating, bullying or offensive.

WEDF defines harassment as either workplace bullying, or, unwanted or unfavourable conduct, whether verbal or non verbal, which affects the dignity of men or women at work, usually on any of the following grounds:

- Race
- Sex
- Pregnancy and childbirth
- Disability
- Religion or similar belief
- Age
- Sexual orientation
- Transsexualism
- Marital status
- Political affiliation
- Physical characteristics

Examples may include, but are not limited to:

- Verbal harassment, jokes, offensive language, slanderous gossip, sectarian songs, sexual comments that undermine the reputation of an employee or adversely affect their work e.g. about dress, appearance, or their ability to do their job based on gender/race etc.
- Comments about appearance.
- Unnecessary physical contact.
- Displays of offensive material - e.g. pin-ups, offensive screensavers and desktop wallpaper.
- Abusive or threatening words or behaviour.
- Threat of dismissal, loss of promotion or other disadvantageous treatment.
- Bullying.
- Deliberately ignoring and isolating someone you work with - “the silent treatment”
- Intrusion such as pestering, spying or following
- Coercion of any kind, whether persistently asking for a date or sexual favour in return for job perks or career advancement to pressure to join a religious or political or other society
- Sending offensive pictures or literature by email

Any member of WEDF experiencing harassment or discrimination within the organisation is a valid ground for taking action as stated in the Grievance Procedure.

WEDF will investigate all cases of discrimination brought to its notice. The fact that such an approach has been made will be treated confidentially and the information provided when such an approach is made will only be disclosed to third parties, (including the alleged harasser) with the full agreement of the employee making the approach.

Approval and Document Control

Version	Approved By	Approved	Review By
Disciplinary Procedure v1.0	WEDF Executive Director	25/03/2024	31/03/2025