



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

ANNUAL REPORT ON THE MEMBERS OF THE HOUSE OF COMMONS WORKPLACE HARASSMENT AND VIOLENCE PREVENTION POLICY 2021-2022



Introduction

Adopted by the Board of Internal Economy on January 28, 2021, the [Members of the House of Commons Workplace Harassment and Violence Prevention Policy](#) (Policy) outlines the responsibilities of both Members of Parliament, as employers, and their employees in maintaining a healthy, safe, and respectful work environment free from harassment and violence.

The Policy applies to:

- all Members of Parliament, as employers, whether acting as a Member, House Officer, or Member responsible for a research office;
- employees of Members, House Officers and research offices; and
- interns and volunteers (paid or unpaid).

This policy does not cover situations between Members, which are addressed by the *Code of Conduct for Members of the House of Commons: Sexual Harassment*.

The Policy sets out the specific duties of employers to investigate, record and report all occurrences of harassment and violence. It strengthens the focus on the prevention of harassment and violence, the timely and effective processing of complaints, and the support to be provided to affected employees. The Policy also requires the Chief Human Resources Officer (CHRO) of the House of Commons to present an annual statistical report to the Board of Internal Economy.

The following pages provide a statistical overview of cases processed under the Policy in the 2021–2022 fiscal year by reporting on the number, nature and outcome of harassment and violence complaints. The report also provides information on training related to this policy.

Enquiries and complaints

To provide a more comprehensive view, the report also outlines enquiries made to the Respectful Workplace Team for information regarding the options available under the Policy or otherwise. In certain situations, the person making the enquiry may be referred to a more appropriate channel to resolve the issue.

Under the Policy and for the purposes of the statistical report, complaints include all occurrences of harassment raised to the Respectful Workplace Team, the entity identified in the Policy as the designated recipient. During the period covered by this report, the Office of the CHRO processed eight complaints. Of these, one was withdrawn, one was formally investigated, and six were resolved through the negotiated resolution process. Nine enquiries were also submitted to the Respectful Workplace Team regarding, among other things, coaching on dealing with harassment-related situations and information on the Policy and the tools available.

The number of reported cases is higher than in previous years (see Table 1); this may be partly due to the progressive return to the workplace of teams who had adopted a work-from-home model during the COVID-19 pandemic. Also, the amendments to the *Canada Labour Code* that came into effect on January 1, 2021, and the implementation of the Policy may have served to generally increase awareness regarding the responsibilities of both Members of Parliament, as employers, and their employees to record and report occurrences of harassment and violence.

Training and awareness

To achieve the objectives of the Policy, significant emphasis is placed on awareness and training. The training offered and delivered to Members and their employees has been updated in accordance with the *Workplace Harassment and Violence Prevention Regulations* and the new *Members of the House of Commons Workplace Harassment and Violence Prevention Policy*. Over the past fiscal year, Members and their employees have participated in the training sessions outlined below.

Harassment and violence prevention for Members – in-class/virtual training program

The House Administration offers a three-hour in-class session (or two-hour virtual session) on harassment and violence prevention for Members called “Promoting a Culture of Respect.”

Fourteen (14) sessions on harassment and violence prevention were offered to Members between April 1, 2021, and March 31, 2022. All Members of the 44th Parliament have participated in this session, which is delivered as part of the onboarding program for new Members.

Training upgrade for Members: Harassment and violence prevention – online self-paced training program

Abbreviated training was offered to Members to supplement the harassment prevention sessions delivered prior to the implementation of the new regulations established under the *Canada Labour Code*. The training upgrade incorporates information regarding the *Members of Parliament Workplace Harassment and Violence Prevention Policy*. In all, 227 Members participated in this training between April 1, 2021 and March 31, 2022.

Workplace harassment and violence prevention for Members' employees – online self-paced training program

Self-paced training session on harassment and violence prevention in the workplace designed specifically for Members' employees is offered as part of the Harassment Prevention Program. This training is accessible on *Source*, the House of Commons' intranet site, and describes how to recognize, prevent and respond to workplace harassment and violence. During the report period, 535 participants completed the online training program.

Awareness

All Members are offered an information session on their managerial role immediately following their election through the Members' Orientation Program. This session aims to orient Members about main policies related to their role as managers, including the policy on harassment and violence prevention. It also outlines Members' employment responsibilities, from talent recruitment to effective leadership. In addition, Members' employees are made aware of the policy on harassment and violence prevention and the associated training requirements as part of their onboarding program.

Furthermore, the House Administration offers Members and their employees other resources and training to support them in addressing mental health and wellness concerns and challenges, including access to the Employee and Family Assistance Program. The Administration is continuously reviewing its policies and the services it offers to ensure that mental health and wellness support needs are met.

Finally, information on harassment and violence prevention is prominently posted on *Source* and is regularly communicated to Members and employees. Members can also supplement the information provided through these channels with additional resources and workplace tools.

Michelle Laframboise

Chief Human Resources Officer
House of Commons

Reporting (2021–2022)

Table 1: Number of complaints reported over the last three fiscal years

	2019–2020	2020–2021	2021–2022
Complaints	5	2	8

Table 2: Grounds for enquiry/complaint

Ground	Complaint	Enquiry
Abuse of authority	-	3
Harassment	1	2
Sexual harassment	-	-
Discrimination	-	-
Multiple¹	7	4
Violence (including psychological harassment)²	-	-
Total	8	9

¹ Covers more than one ground.

² New ground set out by the updated regulations under Part II of the Canada Labour Code that came into effect on January 1, 2021.

Table 3: Status of respondent

Respondent	Number of complaints
Member	5
Colleague/Member's employee	2
Not identified	1
Total	8

Table 4: Outcome of complaints

Outcome	Abuse of authority	Harassment	Sexual harassment	Discrimination	Violence (including psychological harassment)	Multiple grounds
Complaint withdrawn	-	-	-	-		1
Negotiated resolution	-	1	-	-		5
Mediation	-	-	-	-		-
Investigation	-	-	-	-		1
Resolved (other)	-	-	-	-		-
Non-receivable¹	-	-	-	-		-
Pending (still open)	-	-	-	-		-
Total		1				7

¹ Does not meet policy criteria.

Table 5: Results of investigation

Result	Number
Substantiated	-
Partially substantiated	-
Not substantiated	-
Frivolous or in bad faith	-
Resolved before investigation was completed	-
Investigation ongoing	1
Total	1