

PEACE MOTOCROSS ASSOCIATION (PMA)  
BULLYING AND HARASSMENT POLICY

Peace Motocross Association recognizes that to achieve its vision, the environment it provides must be one which demonstrates respect, dignity, equity and safety for all Peace Motocross Association executive, paid positions, volunteers and members and spectators. Bullying and harassment of any kind are in no-one's interest and should not be tolerated at any of the Peace Motocross Association motocross tracks.

Bullying and harassment includes any inappropriate conduct or comment by a person towards a PMA member, volunteer, paid position, spectator, or member of the PMA executive that the person knew or reasonably ought to have known would cause that PMA member, volunteer, paid position, spectator, or member of the PMA executive to be humiliated or intimidated, but excludes any reasonable action taken by an PMA member, volunteer, paid position, or member of the PMA executive relating to the management and direction of race day events.

Any form of discrimination or harassment is prohibited and Peace Motocross Association considers all complaints seriously. All investigations will be timely, thorough, objective and fair to all affected parties.

Any PMA member, volunteer, paid position, spectator, or member of the PMA executive that feels that they have been the victim of, or witnessed bullying, harassment or discrimination should report the incident either verbally and/or in writing to the PMA executive, or race track marshal immediately.

Any allegations of discrimination and/or harassment will be investigated by the Peace Motocross Association executive.

In keeping with this commitment, policies and procedures for all executive and members of the PMA have been established, related to the issue of bullying, harassment or violence at any of the PMA sanctioned tracks, at a member's, paid position, or executives workplace or home.

**a. Definition**

**PMA Member** – Any person with a paid membership with the Peace Motocross Association.

**PMA Executive** – Any voted in person who volunteers their time and works on behalf of the Peace Motocross Association.

**Volunteers** – Any person giving up personal time to help with race days and track set up.

**PMA Paid Positions** – Transponder Tech, Flaggers, etc.

**1. Discrimination**

Section 1 of the Human Rights Code provides that every person has a right to equal treatment with respect to services, goods, and facilities, without discrimination because of race, ancestry, place of origin, color, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, same-sex partnership status, family status, disability or the receipt of public assistance.

**2. Harassment**

Harassment may be improper conduct by an individual, that is directed at and offensive to another individual at the race track, including at any event or any location related to racing, and that the individual knew or ought reasonably to have known would cause offence or harm. It comprises objectionable act(s), comment(s) or display(s) that demean, belittle, or cause personal humiliation or embarrassment, and any act of intimidation or threat. It also includes harassment within the meaning of the Canadian Human Rights Act (i.e. based on race, national or ethnic origin, color, religion, age, sex, sexual orientation, marital status, family status, disability and pardoned conviction).

More specifically, harassment is normally a series of incidents but can be one severe incident which has a lasting impact on the individual.

Essentially, the definition of harassment means that more than one act or event is needed in order to constitute harassment and that taken individually, this act or event need not constitute harassment. It is the repetition that generates the harassment. In other words, harassment consists of repeated and persistent behaviours towards an individual to torment, undermine, frustrate or provoke a reaction from that person. It is a behaviour that with persistence, pressures, frightens, intimidates or incapacitates another person. Each behaviour viewed individually may seem inoffensive; it is the synergy and repetitive characteristic of the behaviours that produce harmful effects.

However, one single incident can constitute harassment when it is demonstrated that it is severe and has a significant and lasting impact on the complainant.

### **Examples of Harassment**

Harassment can manifest itself in many ways. Types of behavior which constitute harassment include but are not limited to

- Jokes or hostile comments to physical characteristics, ancestry or age
- Physical or verbal teasing
- Display or passing around of sexist, racist or derogatory pictures, materials or graffiti
- Intimidation, offensive remarks, belittling and threatening behavior
- Leering (suggestive staring), obscene and/or offensive gestures
- Inquiries or comments about a person's sex life or sexual preference
- Practical jokes which cause awkwardness or embarrassment, endanger safety or negatively affect others
- Derogatory nicknames and/or
- Physical or sexual unwelcome contact

### **3. Bullying**

Bullying is usually seen as acts or verbal comments that could 'mentally' hurt or isolate a person in our association. Sometimes, bullying can involve negative physical contact as well. Bullying usually involves repeated incidents or a pattern of behavior that is intended to intimidate, offend, degrade or humiliate a particular person or group of people. It has also been described as the assertion of power through aggression.

While bullying is a form of aggression, the actions can be both obvious and subtle. It is important to note that the following is not a checklist, nor does it mention all forms of bullying. This list is included as a way of showing some of the ways bullying may happen in at the track or in a members' workplace. Also remember that bullying is usually considered to be a pattern of behaviour where one or more incidents will help show that bullying is taking place.

#### **Examples include:**

- Spreading malicious rumours, gossip, or innuendo that is not true
- Excluding or isolating someone socially
- Intimidating a person
- Undermining or deliberately impeding a person's racing ability
- Physically abusing or threatening abuse
- Making jokes that are 'obviously offensive' by spoken word or e-mail
- Intruding on a person's privacy by pestering, harassing, spying or stalking (at the track as well in personal time or at a workplace)
- Yelling or using profanity

- Criticising a person persistently or constantly
- Belittling a person's opinions
- Tampering with a person's personal belongings or race equipment.

If you are not sure an action or statement could be considered bullying, you can use the "reasonable person" test. Would most people consider the action unacceptable?

**b. Distinguishing Bullying from other behaviours**

It is recognized that there may be some circumstances where a PMA member, volunteer, paid position, spectator, or member of the PMA executive experiences stress or discomfort at PMA Events, which is not related to bullying or inappropriate behaviours.

Unless there is evidence that demonstrates a pattern of humiliating, offensive, or intimidating behaviour, as described previously, or there is evidence of one incident having severe impact, such situations may not constitute a basis for complaint under this policy.

For example, bullying would not include:

- Social interactions, jokes and bantering, which are mutually acceptable, provided the interactions are respectful and there is no negative impact for others.
- Disagreements, misunderstandings, miscommunication and/or conflict situations, provided the behaviour of the individuals involved remains professional and respectful

Behaviours which appear to harass or discriminate based on prohibited grounds, as defined by the British Columbia Human Rights Code, would be subject to the provisions of Peace Motocross Association or any relevant policies).

**c. Reporting PMA member, volunteer, paid position, spectator, or member of the PMA executive**

**1. How to Report**

Members, Paid Positions, Volunteers and Executive of the Peace Motocross Association can report incidents or complains of bullying and harassment verbally or in writing. When submitting a complaint, please use the Peace Motocross Association complaint form. When reporting verbally, the reporting contact, along with the complainant will fill out the complaint form.

**2. When to Report**

Incidents or complaints should be reported as soon as possible after experiencing or witnessing an incident. This allows the incident to be investigated and addressed promptly.

**3. Reporting Contact**

Report any incidents or complaints to the race track official or Peace Motocross Executive immediately.

**4. What to include in the report**

Provide as much information as possible in the report, such as names of people involved, witnesses, where the events occurred, when they occurred, and what behavior and/or words led to the complaint. Attach any supporting documents, such as emails, handwritten notes, or photographs. Physical evidence, such as vandalized personal belongings, can also be submitted.

**5. Allegations**

Can go back further in time to describe incidents or events if you can demonstrate that they are directly related to the last event of alleged harassment that led to your complaint. This is especially necessary in cases where you intend to demonstrate a pattern of events.

**d. Consequences**

A formal investigation involves a thorough information gathering process, objective analysis, determination of fact and conclusions regarding the allegations made in the complaint.

The investigation may conclude with a finding of bullying; or it may conclude that there is an insufficient basis of information to support a finding of bullying, dependent upon the facts and analysis of information.

Where anyone is found responsible for harassment or bullying, corrective measures will be taken. Corrective measures may include, but are not limited to:

- Warnings
- Starting backwards (for Riders)
- Loss of points (*For Riders*)
- Formal written apology
- Suspension
- Banned from all PMA sanctioned tracks

Peace Motocross Association **WILL NOT** tolerate **BULLYING** and **HARASSMENT** and will make every reasonable effort to prevent and eliminate conduct, which falls within the scope of this policy.

Clint Toews *Clint Toews*  
Name (Please Print)

PMA President  
Position

*Clint Toews*  
Signature

May 4, 2014  
Date