

PSAC 18/GEN-089

Anti-Harassment Initiatives Fund

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Introduction

At the 2018 PSAC National Triennial Convention, delegates adopted resolution GEN-089 on harassment which called for:

- 1) PSAC to actively fight harassment;
- 2) PSAC to provide resources and funding up to \$250,000 per year for locals, area councils, regional councils and components to undertake initiatives to fight harassment;
- 3) Funding requests to be submitted to an REVP and then recommended to the NBoD;
- 4) PSAC, along with the CLC, provincial and territorial federations, other labour and community organizations to lobby provincial, territorial and federal governments for legislative change.

This document has been created to provide an understanding of the PSAC 18/GEN-089 Anti-Harassment Initiatives Fund and the process involved in making a request to the fund.

Purpose

The PSAC Constitution states that every member is entitled to be free from discrimination and harassment, both in the union and at the workplace, on the basis of age, sex, colour, national or ethnic origin, race, religion, marital status, family status, criminal record, disability, sexual orientation, gender identity or expression, language, social and economic class or political belief. Members are also entitled to be free from personal harassment.

Harassment in all its forms, detracts from our common purpose and weakens our union.

The PSAC 18/GEN-089 Anti-Harassment Initiatives Fund ensures that locals, DCLs, area councils, regional committees, regional councils and components have access to resources to address and/or raise awareness to fight harassment in all its forms.

Guidelines

Who can apply?

Locals, DCLs, area councils, regional committees, regional councils and components that require resources to address and/or raise awareness to fight harassment are eligible to apply.

What is the Application Process?

The attached form should be filled out by an executive representative of the local, DCL, area council, regional committees, regional council, or component. The completed form must be signed, confirming it was approved by the submitting body.

If the submitting body is a local, DCL, area council, or regional committee then the completed form will be submitted to the applicable REVP, at least eight weeks prior to the next NBoD meeting. The REVP will review the proposal and assist the submitting body in the preparation of a budget for the initiative, if necessary.

If the submitting body is a component or a regional council, then the completed form will be submitted to the PSAC National Executive Vice-President, at least eight weeks prior to the next NBoD meeting. The PSAC National Executive Vice-President will review the proposal and assist the component or regional council in the preparation of a budget for the initiative, if necessary.

The REVP/National Executive Vice-President will also review the initiatives to ensure that they meet the criteria for the funding, consistent with PSAC policies and is an initiative that is realistic and feasible.

The REVP/National Executive Vice-President will submit the finalized proposal and budget to the NBoD with the recommendation for approval, at minimum, three weeks prior to a scheduled NBoD meeting. NBoD meetings are scheduled three times a year. A sub-Committee of the NBoD will be struck to review proposals and report to the NBoD.

The NBoD will review and approve the proposal, if it meets the criteria to address and/or raise awareness to fight harassment.

Once approved, the implementation of the proposal and budget for locals, DCLs, area councils, regional committees will be overseen by the respective REVP with the support of the PSAC regional office as required. Guidelines will be developed. Component and Regional Council proposals and budgets will be overseen by the National Executive Vice-President's office.

The submitting body will be required to provide a report to the NBoD after the completion of the initiative using the attached report template, including the final costs of the initiative. All original receipts must be maintained and submitted upon request.

If the initiative changes substantially then it must be resubmitted to the REVP or National President/National Executive Vice-President using the above process.

Questions about the process should be directed to the PSAC Programs Section: humanrights-droitspersonne@psac-afpc.com

Which initiatives qualify for the PSAC 18/GEN-089 Anti-Harassment Initiatives Fund?

The objective of the initiative must be to support the submitting body's efforts to increase awareness and to fight racism from a union perspective. It should not be used to substitute employers' obligations and responsibilities under any legislation such as required joint training on health and safety.

Examples of qualifying initiatives:

- **Campaign materials**
 - Developing or tailoring national campaign materials to meet the needs of a specific local, DCL, area council, regional committees, regional council or component
 - Resources to carry out the campaign

- **Education/training**
 - Developing and/or adapting anti-harassment training geared specifically for the submitting body such as courses, lunch and learns, etc.
 - Resources to deliver training

- **Sponsoring events**
 - Sponsoring/co-sponsoring events such as forums and/or guest speakers and costs related with community or advocacy organizations

- **Membership participation**
 - Funding for members to participate in any planned anti-harassment initiatives such as leave without pay, per diems, travel, accommodations

When can an application be made?

Applications are accepted by REVPs/National Executive-Vice President on an on-going basis and will be submitted by the REVP/National Executive Vice-President to the NBoD, at minimum, three weeks prior to a scheduled NBoD meeting.

How much funding will be provided?

Locals, DCLs, area councils, regional councils and components will be provided with up to \$25,000 for their initiative. Applications are limited to one per cycle by the submitting body.

Application Form 2019-2021

PSAC 18/GEN-089 – Anti-Harassment Initiatives Fund

APPLICATION SUBMITTED TO: (REVP/PSAC NEVP)

SUBMITTING BODY

Local:

DCL:

Area Council:

Regional Committees:

Regional Council:

Component:

Contact Name:

Phone: _____

Email: _____

DESCRIBE INITIATIVE

Objective and Purpose of initiative:

Description of initiative:

Date of initiative:

Location of initiative:

Approximate number of members participating:

RESOURCES REQUIRED:

PSAC Staff Support: (Describe)

Financial (e.g. LWOP, per diems, travel, accommodation, subject matter experts, etc.): (Describe)

Total requested from fund (maximum of \$25,000):

Local Officer (signature): _____ Date: _____

(NOTE: The submitting body will be required to provide a report to the NBoD after the completion of the initiative using the attached report template, including the final costs of the initiative.)

APPENDIX A

RESOLUTION 18/GEN-089

WHEREAS just under one in six student workers experience harassment in the university work environment; and

WHEREAS harassment is also widespread in other work environments, including the federal public service; and

WHEREAS this is an under-reported problem; and

WHEREAS a healthy and positive workplace must necessarily be free of harassment; and

WHEREAS a local campaign tailored to a specific workplace is more effective and less costly than a broad national campaign:

BE IT RESOLVED that PSAC commit to actively combatting harassment in all its forms; and

BE IT FURTHER RESOLVED that PSAC release financial, human and material resources for locals, area councils, regional councils and components that are planning initiatives to the effect; and

BE IT FURTHER RESOLVED that the level of funding for each project be determined by the NBoD, on the recommendation of the REVP for the region in which the request originates; and

BE IT FURTHER RESOLVED that total funding for such projects not exceed \$250,000 annually for the country as a whole. Any requests in excess of that level that are authorized must be justified at the following convention in the Finance Committee report; and

BE IT FURTHER RESOLVED that PSAC lobby provincial governments and the federal government to have the relevant labour legislation amended to expressly prohibit harassment, either sexual or psychological, at all workplaces; and

BE IT FURTHER RESOLVED that PSAC collaborate with partners at the CLC, provincial workers' federations, other labour organizations and community organizations to that end.