



ABN 35 168 742 584

## SEXUAL HARASSMENT POLICY STATEMENT

**Smethurst Recruitment** is committed to upholding State and Commonwealth legislation pertaining to sexual harassment and to providing a workplace free from sexual harassment.

**Smethurst Recruitment** expects all employees, contractors, host employers and applicants to comply with this policy.

Sexual harassment is verbal or physical conduct of a sexual nature that is unwelcome, uninvited and unwarranted and that offends, humiliates or intimidates the recipient. Sexual harassment may take many forms including:

- physical contact such as patting, pinching, touching, hugging or brushing up against a person;
- invitations for sexual favours or persistent invitations for outings;
- verbal comments or suggestions of a sexual nature;
- belittling comments based on sex-role stereotypes;
- suggestive comments about a person's private life;
- displaying offensive pictures, publications, posters and graffiti;
- dirty jokes, derogatory comments, offensive written messages, offensive telephone calls and offensive material sent via the electronic media;
- groups of people ridiculing, leering, wolf whistling or making sexual comments at a person or group of people;
- coerced sexual activity, sexual assault or rape.

In any area of human interaction the boundaries of what constitutes sexual harassment may vary from individual to individual. In addition, an individual may have different boundaries for different relationships. It is the responsibility of all employees, contractors, host employers and applicants to recognise and respect the boundaries set by others. It is the way the conduct is perceived that determines whether harassment has occurred.

When sexual harassment is reported, **Smethurst Recruitment** course of action ranges from compulsory counselling, training and education in issues relating to sexual harassment (where an offender is deemed to have acted in ignorance), to dismissal (when an offender knowingly, wilfully or deliberately sexually harasses another person).

When **Smethurst Recruitment** reports a sexual harassment incident to a host employer, **Smethurst Recruitment** expects the host employer to immediately address the situation and prevent a recurrence. If the host employer is unable to protect our employee/s and contractors from further harassment, **Smethurst Recruitment** will withdraw the services of our employees and contractors until such time as the situation has been satisfactorily resolved.