



# The Womp Music Festival

## Policy & Procedure

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### **ANTI-HARASSMENT, ANTI-VIOLENCE & DISCRIMINATION POLICY**

The Womp Music Festival is committed to a healthy, harassment-free work environment for all our employees, contract workers, volunteers. The Womp has developed a company-wide policy intended to prevent harassment of any type, including sexual harassment, of its employees, customers, and clients and to deal quickly and effectively with any incident that might occur.

#### **Definition of Harassment**

"Harassment that is covered under the [Alberta Human Rights Act](#) occurs when an employee is subjected to unwelcome verbal or physical conduct because of race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation. Alberta human rights law prohibits workplace harassment based on these grounds. Harassment that is not linked to one of these protected grounds is not covered under the Act. The behaviour need not be intentional in order to be considered harassment." The Womp Music Festival recognises any harassment as harassment and need not be defined by prohibited grounds.

Examples of harassment that will not be tolerated in The Womp Music Festival are: verbal or physical abuse, threats, derogatory remarks, jokes, innuendo or taunts related to any employee's race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.

The Womp Music Festival also will not tolerate the display of pornographic, racist or offensive signs or images on any attire, artwork, banners, or promotional material of any performers, guests, and staff; offensive jokes based on any and all of the grounds protected under the Act that result in awkwardness or embarrassment; and unwelcome invitations or requests, whether indirect or explicit.

#### **Definition of Sexual Harassment**

The Alberta Human Rights Act prohibits discrimination based on the ground of gender. Protection from sexual harassment is included under the ground of gender. Unwanted sexual advances, unwanted requests for sexual favours, and other unwanted verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; or



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2. submission to, or rejection of, such conduct by an individual affects that individual's employment.

Sexual harassment can include such things as pinching, patting, rubbing or leering, "dirty" jokes, pictures or pornographic materials, comments, suggestions, innuendoes, requests or demands of a sexual nature. All harassment is offensive and in many cases, it intimidates others. It will not be tolerated within our company.

### **A) How to proceed if you are being harassed**

1. If it is possible, tell the harasser that their behaviour is unwelcome and ask them to stop.
2. Keep a record of incidents (date, times, locations, possible witnesses, what happened, your response). You do not have to have a record of events in order to make a complaint, but a record can strengthen your case and help you remember details over time.
3. Inform one of the following individuals:
  - a. Cody Homa, Operating Partner
  - b. Josh Fausak, Operating Partner

### **B) The Internal Harassment Complaint Process**

1. Once an internal complaint is received by The Womp Music Festival, it will be kept strictly confidential. Appropriate action will be undertaken immediately to deal with the allegations.
2. One of the two people named above ( A 3) will interview you as well as the alleged harasser and any individuals who may be able to provide relevant information related to your allegations. All information collected will be kept in confidence.
3. If appropriate, The Womp will attempt to resolve the complaint by mediation.
4. If the investigation reveals evidence to support the complaint of harassment, the harasser will be disciplined appropriately. Discipline may include suspension or dismissal, and the incident will be documented in the harasser's file. No documentation will be placed on the complainant's file when the complaint has been made in good faith, whether or not there was a finding of harassment.
5. If the investigation fails to find evidence to support the complaint, there will be no documentation concerning the complaint placed in the file of the alleged harasser.
6. Regardless of the outcome of a harassment complaint made in good faith, the person lodging the complaint, as well as anyone providing information, will be protected from any form of retaliation by either co-workers or community members.

### **C) Sexual Assault Incident Process**

1. All reports are to be kept confidential. This is to respect the identity of the Survivor.
2. The incident(s) will be documented.



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3. All parties named as an aggressor in an incident will be contacted and informed they are removed from the The Womp Music Festival until resolution is reached. This is a case by case policy.
4. A resources list will be offered to everyone involved.

### **D) Responsibility of management**

It is the responsibility of a partner or any other person within this company who supervises one or more employees or contract workers to take immediate and appropriate action to report or deal with incidents of harassment of any type, whether brought to their attention or personally observed.

Under no circumstances should a complaint be dismissed or downplayed, nor should the complainant be told to deal with it personally.

Any and all incidents brought forward are to be documented using the Harassment Incident Form.

The Womp Music Festival seeks to provide a safe, healthy and rewarding work environment for its employees, clients, and customers. Harassment will not be tolerated at The Womp Music Festival. If you feel that you are being harassed, contact us. We want to hear from you.

You also have the right to [contact the Alberta Human Rights Commission](#) to make a complaint of harassment that is based on any of the grounds protected from discrimination under the Alberta Human Rights Act. The protected grounds are: race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status and sexual orientation. You can also report any incident of assault that has occurred to the police.

Please note: A complaint must be made to the Alberta Human Rights Commission within one year after the alleged incident of discrimination. The one-year period starts the day after the date on which the incident occurred. For help calculating the one-year period, contact the Commission.

### **RESOURCES**

1. Sexual Assault Centre of Edmonton (SACE): (780) 423-4121 or [www.sace.ca](http://www.sace.ca)  
Provides free services, including 24-hour support and information, counselling, court support, diversity and inclusion training, and public education.
2. Edmonton Distress Line: 780-482-HELP (4357)  
The Edmonton Distress Line is a confidential supportive listening service that 24-hour support if you are in distress and want to talk. They are equipped to talk about any topic that is causing you distress, including relationships, mental health, finances, abusive/violent situations, and thoughts of suicide.



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3. Alberta 211: Dial 211  
Alberta 211 is an information and referral service for government and non-profit agencies. If you live in the greater Edmonton area, call 211 to speak with an Information and Referral Specialist.
4. Edmonton Non - Emergency Police Line: (780) 423-4567 If it is not urgent, call for support.

## Safe Spaces

As outlined in this document, patrons (any person attending a public event of The Womp Music Festival) and performers have the right to address a concern related to these guidelines with Managers or Organizers and have that concern addressed in a respectful and timely manner. Patrons, volunteers and performers also have the right to be made aware of these guidelines, as they are expected to comply with the policies contained within this document.

1. The Womp Music Festival has a Zero Tolerance policy for discrimination – if an incident is reported, perpetrator is given a verbal warning and has reasons explained. They may be removed from the event. If an incident occurs a second time, the person is ejected and a more permanent ban is put in place. This policy is relevant to all patrons, performers, staff and industry in attendance. The Womp Music Festivals will document all incidents.
2. Performers with a known and proven history of sexual or discriminatory violence will not be booked to play unless they have participated in some form of demonstrable rehabilitative counselling.
5. Potential volunteers with known offences of sexual or discriminatory violence and/or abuse cannot volunteer for The Womp Music Festival unless they can demonstrate that they have participated in some form of demonstrable rehabilitative counselling.
6. The Womp Music Festival will try to provide a safe space at each event where a person can recover from any incident that happens at the event.

## TERMINOLOGY

[i] For the purposes of this document, the term incident is used as a blanket term to encompass the following:

Incident: can refer to discrimination\* against, verbal and/or physical harassment of, and sexual and/or physical assault of any person at The Womp Music Festival perpetrated “because of the ancestry, Nationality or national origin, Ethnic background, race, religious beliefs, colour, gender, gender identity, gender expression, sexual orientation, physical disability, mental disability, ancestry,



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place of origin, marital status, source of income, family status, or age (as defined by the Canadian Human Rights Code)

\*Discrimination refers to the attempt to “deny any person or class of persons any goods, services, accommodation or facilities that are customarily available to the public.”

[ii] All “second chances” mentioned above are determined by organizers on a case by case basis.