

POLITIQUE

de prévention du harcèlement psychologique ou sexuel au travail et de traitement des plaintes

1) OBJECTIVES

The purpose of this policy is to affirm the commitment of KALABANTÉ PRODUCTIONS to prevent and put an end to any situation of psychological or sexual harassment within his company, including any form of discriminatory harassment. It also aims to establish the intervention principles that are applied in the company when a harassment complaint is filed or a harassment situation is reported to the employer or his representative.

2) SCOPE

This policy applies to all company personnel, and to all hierarchical levels, in particular in the following places and contexts:

- The places of work;
- common areas;
- any other place where people must be in the course of their employment (eg: meetings, training, travel, social activities organized by the employer);
- communications by any means, technological or otherwise.

3) DEFINITION

The Act respecting labor standards defines psychological harassment as follows:¹

"Vexatious conduct manifested either by behavior, words, actions or repeated gestures, which are hostile or unwanted, which undermines the dignity or psychological or physical integrity of the employee and which results, for that here, a harmful work environment. For greater clarity, psychological harassment includes such conduct when it manifests itself in such words, acts or gestures of a sexual nature.

A single serious conduct can also constitute psychological harassment if it causes such harm and produces a continuous harmful effect for the employee. "

The definition includes discriminatory harassment related to one of the grounds provided for in Charter of human rights and freedoms².

The concept of harassment must be distinguished from other situations such as interpersonal conflict, work-related stress, difficult professional constraints or even the normal exercise of managerial rights (management of presence at work, work organization, etc. disciplinary measure, etc.).

4) POLICY STATEMENT

KALABANTÉ PRODUCTIONS does not tolerate or admit any form of psychological or sexual harassment within its company, whether it is:

- by managers towards employees; between
- colleagues;
- by employees towards their superiors;
- from any person associated with it: representative, client, user, supplier, visitor or other;
- by members of the board of directors.

¹ See Annex 1 of this policy for more details.

² These grounds of discrimination are listed in Annex 1.

POLITIQUE

de prévention du harcèlement psychologique ou sexuel au travail et de traitement des plaintes

Any behavior related to harassment may result in the imposition of disciplinary measures up to and including dismissal.

KALABANTÉ PRODUCTIONS undertakes to take reasonable means to:

- provide a work environment free from all forms of harassment in order to protect the dignity as well as the psychological and physical integrity of individuals;
- disseminate the policy in such a way as to make it accessible to all its staff, by [Indicate here the means that will be taken to disseminate the policy. Examples: posting in a place accessible to all staff, copies given to staff, use of the intranet, etc.];
- prevent or, as the case may be, put an end to situations of harassment by:
 - a) setting up a procedure for handling complaints and reports relating to situations of psychological or sexual harassment,
 - b) ensuring that the policy is understood and respected by all persons,
 - c) promoting respect between individuals,
 - d) [Detail the other means that will be taken].

5) STAFF EXPECTATIONS

It is the responsibility of all personnel to adopt a behavior that promotes the maintenance of an environment free from psychological or sexual harassment.

6) HANDLING OF COMPLAINTS AND REPORTS

When possible, a person who believes they are being subjected to psychological or sexual harassment should first inform the person concerned that their behavior is undesirable and that the latter must stop it. She should also note the date and details of the incidents and the steps she took to try to resolve the situation.

If this first intervention is not desired or if the harassment continues, the employee should report the situation to one of the responsible persons designated by the employer so that the problematic behaviors and the means required can be identified.

A complaint can be made orally or in writing. The behavior complained of and the details of the incidents should be described as precisely as possible, so that an intervention can be carried out quickly to bring the situation to an end.

Designated responsible persons³ by the employer are as follows:

JEANNE BÉLIVEAU, head of the studio (head office) of Productions Kalabanté
Head office, 7996 17^e avenue, Montreal (QC) H1Z 3R3 (514) 898-3537

YAMOUSA BANGOURA, artistic director
Directly in his presence during international tours (514) 839-3066

The person who witnesses a situation of harassment is also invited to report it to one of the responsible persons mentioned above.

³ Details on the role of the responsible persons are given in Annex 2.

POLITIQUE

de prévention du harcèlement psychologique ou sexuel au travail et de traitement des plaintes

7) PRINCIPLES OF INTERVENTION

KALABANTÉ PRODUCTIONS agrees to :

- take charge of the complaint or report as soon as possible;
- to preserve the dignity and the privacy of the persons concerned, that is to say of the person who made the complaint, of the person who is the subject of it and of the witnesses;
- ensure that all those concerned are treated with humanity, fairness and objectivity and that they are offered adequate support;
- protect the confidentiality of the response process, including information relating to the complaint or report;
- offer the persons concerned to hold, with their agreement, a meeting with them in order to resolve the situation;
- conduct, if necessary, an investigation without delay and in an objective manner, or entrust the responsibility to an external worker. The persons concerned will be informed of the conclusion of this process. If the investigation does not establish that there was unacceptable behavior, all physical evidence will be kept for two years and destroyed afterwards;
- take all reasonable steps to resolve the situation, including in particular appropriate disciplinary action.

Anyone who violates the harassment policy will be subject to appropriate disciplinary action. The choice of the applicable measure will take into account the seriousness and consequences of the action (s) as well as the previous record of the person who performed them.

A person who would lay false accusations with the aim of causing harm is also liable to appropriate disciplinary action.

In dealing with and resolving a situation relating to workplace harassment, no one should suffer prejudice or be the subject of reprisals by the employer.



Yamoussa Bangoura on behalf of
KALABANTÉ PRODUCTIONS

2021-10-25

Dated

A non-unionized person who believes he is or has suffered psychological or sexual harassment in connection with his work can also file a complaint at any time directly with the Commission des normes, de l'énergie, de la santé et de la sécurité du travail. (CNESST). The maximum period for this is two (2) years from the last manifestation of harassment. The complaint can be filed online (insert link here) or by phone at 1 844 838-0808. The choice of an employee to contact his employer first will not have the effect of preventing him from also filing a complaint with the CNESST.

POLITIQUE

de prévention du harcèlement psychologique ou sexuel au travail et de traitement des plaintes

APPENDIX 1 - RECOGNIZING PSYCHOLOGICAL OR SEXUAL HARASSMENT

The Act respecting labor standards gives criteria to determine what can be considered as psychological or sexual harassment, namely:

- vexatious behavior (hurtful, humiliating);
- which manifests itself repeatedly or during a single and serious act; in a
- hostile (aggressive, threatening) or unwanted manner;
- violating the dignity or integrity of the person; resulting, for it, a
- harmful working environment (harmful, harmful).

These conditions include words, acts or gestures of a sexual nature.

Discrimination based on any of the grounds listed in section 10 of the Charter of Human Rights and Freedoms can also constitute harassment: race, color, sex, pregnancy, orientation sex, marital status, age except to the extent provided by law, religion, political belief, language, ethnic or national origin, social condition, disability or use of any means to overcome this handicap.

For example, the following behaviors could be considered to be vexatious behavior constituting harassment if they meet all the criteria of the law.

Behaviors that may be linked to psychological harassment

- bullying, cyberbullying, threats, isolation;
- Offensive or defamatory remarks or gestures towards a person or his work;
- Verbal violence;
- Denigration.

Behaviors that may be related to sexual harassment

- Any form of unwanted attention or advance with a sexual connotation, for example:
 - insistent solicitation, stares,
 - kisses or touches, sexist insults,
 - rude words;
- Words, jokes or images with a sexual connotation by any means, technological or otherwise.

POLITIQUE

de prévention du harcèlement psychologique ou sexuel au travail et de traitement des plaintes

APPENDIX 2 - RESPONSIBLE PERSONS DESIGNATED BY THE EMPLOYER

KALABANTÉ PRODUCTIONS

- ensure that the designated responsible persons will be duly trained and have the necessary tools at their disposal for the processing and follow-up of the complaint or report;
- free up working time so that the designated responsible persons can perform the duties assigned to them.

The following people are designated to act as those responsible for the application of the Policy for the prevention of psychological or sexual harassment at work and for the handling of complaints.
KALABANTÉ PRODUCTIONS:

JEANNE BÉLIVEAU, head of the studio (head office) of Productions Kalabanté
Head office, 7996 17^e avenue, Montreal (QC) H1Z 3R3 (514) 898-3537

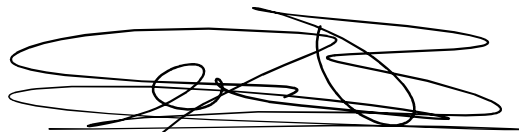
YAMOUSSA BANGOURA, artistic director
Directly in his presence during international tours (514) 839-3066

These responsible persons must mainly:

- inform staff about the company's policy on psychological or sexual harassment;
- intervene informally in an attempt to resolve situations; receive
- complaints and reports;
- recommend the nature of the actions to be taken to put an end to the harassment.

Commitment of responsible persons

I hereby declare my commitment to respect this policy and I assure that my intervention will be impartial, respectful and confidential.



Signature of responsible person n^o 1

2021-10-25

Dated



Signature of responsible person n^o 2

2021-10-25

Dated