

PEDAL POWER ACT INC

MEMBER PROTECTION POLICY

Pedal Power ACT is committed to providing work and event participation environments free of discrimination, victimisation and harassment (as defined herein). Pedal Power ACT will take action where a member (or members) breaches this Policy or the practices and procedures developed under it.

Pedal Power (via its Committee), in as far as is practicable, is to develop, implement and modify procedures to implement this Policy, and in particular:

- Provide and promote an environment free from discrimination, victimisation and harassment where appropriate and make it known to staff and members that it does not tolerate unlawful discrimination, victimisation and harassment.
- Take reasonable steps to prevent discrimination, victimisation and harassment throughout the organisation.
- Respond to staff and members concerns or allegations of breaches of this Policy and its related procedures.
- Prepare procedures that implement a process for handling complaints relating to discrimination, victimisation and harassment within Pedal Power work places or activities so that the treatment of complaints is impartial, sensitive, fair, timely and confidential. This should include the nomination of:
 - (a) a Member Protection Officer (MPO) (either internal or external) to provide information and support in the case of discrimination, victimisation and harassment; and
 - (b) mediators (either internal or external) trained to mediate and conciliate on grievances.
- Distribute and implement this Policy and its related procedures throughout the organisation to promote awareness and understanding of the issues and observance of the Policy and procedures.
- Monitor and, as seen fit, modify this Policy and its related procedures on a regular basis.

The procedures to implement this Policy should require, amongst other things, members and employees to:

- Be fair, considerate and honest in all dealings with others and to respect their privacy, treat persons with respect, dignity and proper regard for their rights and obligations and not knowingly discriminate against, abuse, harass, ridicule or embarrass anyone.
- Act in a fair and sporting manner and in such a way as to ensure good relations within and between members, participants and other organisations.
- Conduct themselves in a proper manner so as not to bring themselves, Pedal Power or other members and participants into public disrepute or censure.
- Not disclose to any unauthorised person or organisation information that is of a confidential or privileged nature concerning the members or participants connected with Pedal Power.
- Not promote, or pass on, exchange or publish information where that information may be confidential, offensive, scandalous, unsubstantiated or derisive.
- Report any breaches of this Policy and its related procedures to the appropriate person in Pedal Power.

In this Policy, discrimination, victimisation and harassment mean:

- Treating a person less favourably than another person based on race, sex, age, marital status, sexuality, pregnancy and impairment in the same or similar circumstances. However, a minimum age or qualification may be set for ride coordinating or other officiating duties where that requirement is necessary because the position requires a certain level of maturity, experience in the activity or professional qualification.
- Imposing a requirement, condition or practice that is the same for everyone, but which has an unequal or disproportionate effect or result on particular groups.
- Subjecting a person, or threatening to subject a person, to any detriment or unfair treatment because that person has or intends to pursue their right to complain or support people in making a complaint.
- Unwelcome verbal or written comments, conduct, or gestures directed toward one or more people when the harasser knows, or reasonably should know, that this behaviour is insulting, intimidating, humiliating, malicious, degrading or offensive. This excludes jokes and behaviours that can be enjoyed and consented to by everyone present.
- Unwelcome sexual behaviour that makes the recipient feel offended, intimidated or humiliated and when it is reasonable in the circumstances to feel that way.
- Distinction, exclusion, restriction or preference of persons based on race with the purpose or effect of nullifying or impairing the recognition, enjoyment or exercise, on an equal footing, of any human right or fundamental freedom in the political, economic, social, cultural or any other field of public life.
- Abuse of children.