**Bullying and Harassment Policy**

**Nick Carter’s Legal Practice**

1. This practice doesn’t accept bullying, harassment nor obviously violence of any kind.The practice expects compliance with the Lawyers and Conveyancing Act including the Client and Conduct Care Rules (CCCR), the Human and Rights Act and the Health and Safety at Work Act.
2. Prohibited behaviour includes:

(a) bullying;

(b) discrimination;

(c) harassment;

(d) racial harassment;

(e) sexual harassment;

(f) violence.

1. The definitions of the above terms (as referred to in the CCCR’s) are:
2. behaviour includes the use of language (whether written or spoken), the use of digital or visual material, and physical behaviour
3. bullying means repeated and unreasonable behaviour directed towards a person or people that is likely to lead to physical or psychological harm discrimination means discrimination that is unlawful under the Human Rights Act 1993 or any other enactment
4. harassment— (a) means intimidating, threatening, or degrading behaviour directed towards a person or group that is likely to have a harmful effect on the recipient; and (b) includes repeated behaviour but may be a serious single incident
5. racial harassment means behaviour that— (a) expresses hostility against, or contempt or ridicule towards, another person on the ground of race, ethnicity, or national origin; and (b) is likely to be unwelcome or offensive to that person (whether or not it was conveyed directly to that person)
6. sexual harassment means— (a) subjecting another person to unreasonable behaviour of a sexual nature that is likely to be unwelcome or offensive to that person (whether or not it was conveyed directly to that person); or (b) a request made by a person of any other person for sexual intercourse, sexual contact, or any other form of sexual activity, that contains an implied or overt promise of preferential treatment or an implied or overt threat of detrimental treatment
7. violence includes the following:
8. physical violence
9. psychological violence
10. sexual abuse
11. sexual assault
12. This policy applies off site when work related activities are taking place.
13. Nick Carter is responsible for ensuring that this policy is complied with including at social and off site events (until they end).
14. Any investigation into a complaint must be completed by an independent person and strict confidentiality must be maintained in the process. Compliance with the principles of Natural Justice is essential including notice of the particulars of the complaint and an opportunity is given to respond. Dean Organ, Employment Lawyer, will be appointed investigate in the case of any conflict of interest. Mr Organ will have full authority to investigate, make findings and implement remedies in addition to making a report to the Law Society.