



الاتحاد العربي للنقابات
ARAB TRADE UNION CONFEDERATION

ATUC

**Anti-Discrimination, Anti-Harassment
and Anti-Violence Policies**

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Article 1: Objectives

In fulfillment of the principles of ITUC and ATUC aimed at combating all forms of physical or psychological violence and in line with the contents of International Convention No. 190, ATUC shall issue a special policy paper for the prevention and combating of all forms of violence referred to and the areas and ways of intervention when registering any cases.

The signatories to this policy shall undertake to work seriously to introduce it and apply its provisions in their areas of responsibility within ATUC.

Article 2: Scope of Application

This policy shall apply to all employees of the Executive Secretariat, representatives of trade union organizations that are members of the structures of ATUC and at all hierarchical levels, in particular in the following areas and contexts:

- ATUC offices, activity spaces, gathering and travelspaces.
- Communications sent or received by any means, technical or otherwise, in the course of business.

Article 3: Definition

The standards of this policy define forms of violence and harassment as follows:

“Insulting behavior, such as repeated physical or electronic actions, words, or gestures that are hostile or unwanted, and which undermine the dignity, psychological, or physical integrity of a person, thereby creating a harmful environment. Psychological harassment

also includes such behavior, whether it is sexual in nature or not.”

The definition includes discriminatory harassment related to one of the grounds set out in the Charter of Human Rights and Freedoms.

The concept of harassment and violence shall be distinguished from work-related pressures and the normal exercise of management rights (working hours, work organization, disciplinary action, etc.).

Article 4: Policy Statement

The structures of ATUC shall not tolerate or condone any form of violence or psychological or sexual harassment in the areas specified in Article 2, whether:

- By managers towards employees.
- Among colleagues.
- By employees towards their superiors.
- From any person associated with the ATUC (a representative, customer, user, supplier, visitor or otherwise).
- By representatives of member organizations in all structures of ATUC.

Article 5: Preventive Measures

The Executive Secretariat shall take action to:

- Provide a work environment free from all forms of harassment and violence in order to preserve the dignity and psychological and physical integrity of individuals.

- Distribute the policy to all the relevant parties mentioned in Article 2, ensuring it is accessible to everyone, whether through physical or electronic means of distribution and dissemination.
- Ensure that all people understand and adhere to the policy.
- Promote respect among individuals.

Article 6: Complaints Handling and Reports:

- A person who believes that they are being subjected to psychological or sexual violence or harassment shall first inform the person concerned in writing or electronically of the behavior and demand that such undesirable behavior shall be ended. Reporting should include the date and details of the incident.
- If the harassment continues, the victim should report the incident to the Executive Secretary, clearly marking the report as “Confidential”. If the victim is an employee, the ATUC Chairman should also be notified and provided with a copy of the confidential report.

The complaint can be submitted verbally or in writing. Alleged behaviors and details of the incident must be described with the greatest possible accuracy and evidence, so that the intervention can be implemented quickly to put an end to the violation.

- The entity receiving the complaint shall be committed to preserve the dignity and privacy of the persons concerned, i.e. the person who submitted the complaint, the person subject of the complaint and the witnesses. It is also committed to ensure that all concerned parties are treated humanely, fairly and objectively and are provided with appropriate support within a framework of confidentiality.

- The Executive Secretary shall offer a conciliatory meeting between the parties subject to the consent of the victim.

- If the incident involves a serious violation, the Executive Secretary shall promptly initiate a preliminary investigation and determine the appropriate disciplinary action according to the procedures outlined in the Executive Secretariat’s rules. If the matter involves representatives from a member trade union organization, the investigation findings shall be confidentially submitted to the leadership of that organization, with a request for them to replace the implicated individual.

- Any person who makes false accusations with intent to cause harm shall also be subject to the same presumed disciplinary measures as the offenders.

- In the context of dealing with and resolving a situation related to harassment or violence in the workplace, no one may be subjected to bias or retaliation from the employer or trade union leader.

Article 7: Conviction Behaviors

Discrimination on any of the grounds listed in Section 10 of the Charter of Human Rights and Freedoms may constitute harassment: race, colour, sex, pregnancy, sexual orientation, marital status, age, religion, political orientation and disability.

Behaviors that may be related to psychological harassment:

- Bullying and cyberbullying.
- Threats and isolation.
- Abusive or defamatory comments or gestures about someone or their work.
- Verbal violence
- Mutilation
- Behaviors that may be related to sexual harassment:
 - Any form of unwanted attention or advancement with a sexual connotation, for example:
 - Seeking persistence;
 - Looks, physical contact,
 - Sexual slurs, rude comments;
 - Sexually suggestive comments, jokes, or images.

This definition shall apply to all dealing contexts, including electronic dealing.

Article 8: Final Provisions

- This policy can be revised, developed as needed with mandatory endorsement of all signed structures.
- The Executive Secretariat shall work to expand the scope of application of this policy at the level of member trade union organizations and their internal structures.

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