

Preventing Harassment and Discrimination for Canada

Course Outline – All Employees

Includes pre- and post-surveys

Module	Learning Objectives	# of Configurable Pages
Introduction	<ul style="list-style-type: none">• Recognize the sensitive nature of the course topics and key features of the interface functionality.• Recognize the value of a positive, productive, professional workplace.• Recognize the role they play in building and maintaining a positive workplace.	3
Awareness	<ul style="list-style-type: none">• Define “awareness” in the context of the three A’s of bystander intervention (awareness, attitudes, and action).• Define unlawful discrimination based on protected categories under federal and provincial laws.• Identify concerning workplace behavior and how to address it before it becomes unlawful discrimination.	1

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Attitudes	<ul style="list-style-type: none">• Define “attitudes” in the context of the three A’s of bystander intervention.• Distinguish the difference between discrimination and harassment.• Define <i>quid pro quo</i> and hostile work environment harassment, as well as abuse conduct.• Identify types of harassment.• Identify concerning behavior that may lead to harassment.• Identify the barriers that may inhibit employees from feeling personal responsibility to intervene.• Identify harassment, including sexual harassment, before and after it occurs.	1
Action	<ul style="list-style-type: none">• Define “action” in the context of the three A’s of bystander intervention.• Define retaliation, reprisal, behavior, and actions that may constitute retaliation, and legitimate actions that are not unlawful retaliation.• Identify and practice using bystander intervention techniques, including direct action, distraction, delegation, and delay.• Identify the proper channels to report retaliation and discrimination, including harassment.• Understand the types of legal remedies and penalties that are available when someone harasses, or discriminates or retaliates against, another person in the workplace.	2

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Conclusion	<ul style="list-style-type: none">Recognize the role they play in building and maintaining a positive workplace.Recognize that a safe and respectful workplace requires a culture where everyone is a stakeholder.	3