



OFFICIAL PLAST POLICY

ПЛАСТОВА ЛІНІЯ ПОВЕДІНКИ

Title	Plast Sexual Harassment Policy		
Number	2	Version	2
Effective Date	date voted at KPS meeting or date decided at time of voting		
Review Date	2 years from effective date		
Authorised	KPS meeting 11 September 2014		
Signature			
Name	ст. пл. Пилип Ботте ЛЧ	st.pl. Roman Dzioba	
Position	Голова КПС Австралії	another KPS member responsible for area of policy	

Purpose

To ensure that all members of Plast can enjoy Plast activities and their Plast experience free from sexual harassment. This is of particular importance for the protection of young Plast members.

Scope

All official activities involving members of Plast Australia, of any age, of any number, whether in Australia or outside Australia. The policy covers behaviour of members of Plast Australia towards other members of Plast and towards people outside of Plast. The policy also covers behaviour of non-members of Plast members towards Plast members and non-members when non-members are participating in official Plast activities involving members of Plast.

All Plast members and non-member adults participating in Plast activities, must comply with local laws and this policy what constitutes unacceptable sexual harassment. This policy applies to all Plast members and participating non-members regardless of their age.

Definitions

Sexual Harassment	means unwanted and unsolicited actions or words that are profane, degrading, abusive, threatening or otherwise offensive with a sexual connotation. As examples this can include unwanted touching, suggestive phrases or gestures and crude jokes. These are just some examples and do not constitute an exhaustive list. Importantly, an act is sexual harassment if it is sexual in nature, unwanted, offensive to the victim and offensive to a reasonable person in a similar situation to the victim.
Member of Plast	Members of UPN, UPYu, USP, UPS, Plastpryyat
Plast Body	Means a body defined in art. V(1) <i>Plast Constitution</i>

Responsibility

KPS	To maintain this policy
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KPS, Branch Executives	To implement this policy
KPR, SPR	To ensure this policy is implemented

Policy:

- that all members of Plast are made aware that sexual harassment is contrary to the philosophy of Plast, of respect of the individual, and is not acceptable in any context or situation
- that all members of Plast are made aware of this policy and its aim of preventing sexual harassment occurring
- that all Plast bodies have a procedure for dealing with a complaint of sexual harassment

Complaints Procedures

1. Plast bodies must ensure that they have a procedure in place for reporting and dealing with sexual harassment.
2. Stanytsi must appoint a person familiar with the law pertaining to sexual harassment that able to deal with complainants, to whom people can turn in the event they wish to report sexual harassment.
3. The process must be initially confidential and the person making a complaint must feel that they can do so safely.
4. A complaint of sexual harassment must detail the alleged perpetrator and in as much detail as reasonably possible, detail the alleged conduct that constitutes the sexual harassment.
5. Once a complaint has been received, the Plast body that has received it must investigate the complaint. A Plast body can take any such steps that are reasonable in order to investigate the complaint.
6. If the Plast body finds the complaint unsubstantiated or that there is insufficient evidence to support a complaint, the Plast body must report that with reasons to the complainant. This report is to be confidential and to be between the complainant and the Plast body only. If the Plast body spoke to the alleged perpetrator in an investigation with such an outcome, the Plast body must report to the alleged perpetrator the results and that no further action will be taken.
7. All investigations must ensure fairness for both the victim and the alleged offender. If a Plast body believes that there is some merit in the complaint it must let the alleged offender know the nature of the complaint and enough details so that the offender can properly either answer or defend the claims against them.
8. If a Plast body believes on reasonable grounds that sexual harassment has occurred, it must proceed in one of two ways – by informal or formal processes. As an initial step, subject to the circumstances of the offending and the offender, informal processes are to be encouraged.
9. Informal Process
 - a. Informal processes can take many forms such as informal conversations, informal warnings or other reasonable procedures designed to make the offender aware that their conduct is unacceptable and the victim aware that the matter is being dealt with.
 - b. As far as is reasonably possible, informal processes should be kept confidential between the parties.



- c. If an informal process results in a satisfactory outcome for the victim, the offender and the Plast body, then the matter should end there and remain confidential.
- d. If any party is dissatisfied with the outcome of an informal process, they can refer the matter to a formal process.

10. Formal Process

- a. Formal processes can take many forms such as a formal verbal warning, a formal written warning, a referral of the matter to the KPS or a referral of the matter to the relevant SPSCCh.
- b. Formal processes may be confidential or non-confidential.
- c. If a Plast body feels that the proven conduct is of sufficient gravity, it can refer the matter for resolution to the KPS or the SPSCCh.
- d. If the matter is of sufficient seriousness, the investigating body may refer the matter to the local police force for a criminal investigation.

11. Courts of Honour

- a. As per cl 9a., conduct rising to the level of sexual harassment is dishonourable conduct and can be referred to the relevant SPSCCh as part of a formal process.
- b. If a matter is taken to the SPSCCh, this process is not confidential and will be heard, unless there is a compelling interest otherwise, in a forum open to other members of Plast and interested members of the public.
- c. A Court of Honour hearing a sexual harassment matter can, if finding the accused culpable, issue any penalty that is appropriate in the circumstances and as outlined in the relevant Manual.
- d. A decision on the matter by a SPSCCh can be appealed to the KPSCCh which then decides, in accordance with the relevant manual, whether or not to hear the appeal and the disposition thereof if the matter is heard.
- e. Sexual harassment conduct need not be referred to the SPSCCh or KPSCCh however, as it is conduct that touches on Plast honour, the relevant SPSCCh or the KPSCCh retain the jurisdiction to review a decision or penalty by any other Plast body in relation to a sexual harassment matter, if a party appeals that decision or penalty.

12. Serious Breaches

Breaches of this policy that are of such a serious nature that they go beyond sexual harassment will be dealt with under the Sexual Assault Policy.

Training

(List of who, specifically, should be aware of and understand the policy)

Versions History:

Version	Members	Date Effective	Notes
V 1	st. pl. skob Roman Dzioba (HKPSCCh) pl. sen. Olga Dudinski	14 June 2014	Original Document
V 2	st. pl. skob Roman Dzioba (HKPSCCh)	11 September 2014	Redraft