



## Violence and Harassment Policy Statement

J-AAR is committed to building and preserving a safe working environment for its employees. In pursuit of this goal, J-AAR will work to prevent acts of violence, harassment, and sexual harassment on J-AAR premises, in compliance with the *Occupational Health and Safety Act*.

As such, J-AAR has developed and implemented a Workplace Violence and Harassment Program as part of the Occupational Health and Safety Management System. The Program prohibits physical or verbal threats (with or without the use of weapons); intimidation; inappropriate comments relating to sex, sexual orientation, gender identity, or gender expression; and violence in the workplace to minimize risk of injury or harm resulting from violence to J-AAR employees.

J-AAR will conduct violence risk assessments as often as necessary. In addition, J-AAR will provide appropriate training on violence, harassment, and sexual harassment in the workplace to all staff. J-AAR will fully investigate all incidents or complaints of violence, harassment, or sexual harassment in the workplace and will communicate the results of all investigations to the involved employees. All complaints will be handled with confidentiality, in compliance with the Act.

J-AAR does not condone domestic violence and will work to assist and protect any staff members who may be subject to domestic violence.

It is a violation of this policy for anyone to knowingly make a false complaint of harassment or violence, or to provide false information about a complaint. Individuals who violate this policy are subject to disciplinary and corrective action, up to and including termination of employment.

Chief Executive Officer

October 1, 2024

Date