

# EDMONTON

## ADMINISTRATIVE DIRECTIVE



### TITLE

***RESPECTFUL WORKPLACE***

### NUMBER

***A1127***

### DELEGATED AUTHORITY

***BYLAW 12005, THE CITY  
ADMINISTRATION BYLAW 10(D)***

### DEPARTMENT

***CORPORATE SERVICES***

### STATEMENT

The City of Edmonton is committed to creating and maintaining a vibrant, healthy, safe and caring work environment for employees. The City of Edmonton promotes a work environment free from discrimination or harassment, one of which everyone treats each other with respect and dignity.

### PURPOSE

This directive outlines appropriate behaviors and behaviors considered harassment and discrimination and a process for receiving and resolving complaints.

### APPLICATION

### PROCEDURE

This directive applies to all employees reporting to the City Manager, contractors providing services to and for the City of Edmonton, suppliers delivering materials to the City of Edmonton and volunteers. This also applies to the Office of the City Auditor.

This directive applies at all facilities, work sites and work environments; places visited by employees traveling on City - related business including conferences, meetings, vendor/supplier/customer sites and sites of work-based social gatherings.

### LEGISLATIVE AND ADMINISTRATIVE AUTHORITIES

Acceptable use of Communication Technology A1429  
Code of Conduct A1100  
Discipline of City Employees A1102  
Duty to Accommodate Disabilities A1126  
Hiring Directive A1104  
Workplace Violence Directive A1438  
Alberta Human Rights, Citizenship and Multiculturalism Act  
Collective Agreements  
Working Relationship Agreement

APPROVED:

DATE: SEPTEMBER 4, 2008

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