

# Grid for Analyzing the Admissibility of a Psychological Harassment Complaint



**Harassment situation involving repeated events**

| CRITERIA   | YES<br>✓ | WITNESSES AND EVIDENCE |
|--|----------|------------------------|
| <p><b>1. Vexatious behaviour</b><br/>Make a list of <b>allegations</b> (conduct, verbal comments, written comments, gestures, actions)</p> |          |                        |
| <p><b>FACT 1:</b></p>  |          |                        |
| <p><b>FACT 2:</b></p>  |          |                        |
| <p><b>FACT 3:</b></p>  |          |                        |
| <p><b>FACT 4:</b></p>  |          |                        |

Date of the first occurrence: .....

Date of the most recent occurrence: .....

Grievance deadline: .....

**APPENDIX 7**

| CRITERIA                         |  | YES<br>✓ | EXPLAIN AND JUSTIFY |
|----------------------------------|--|----------|---------------------|
| 2. Repeated behaviour            |  |          |                     |
| 3. Hostile or unwanted behaviour |  |          |                     |
| 4.                               | Behaviour that affects dignity   |          |                     |
|                                  | _____ or _____<br>Behaviour that affects physical or psychological integrity |          |                     |
| 5. Harmful work environment      |  |          |                     |

Grid filled out by ..... Date : .....



**Harassment situation involving only one serious incident**

| CRITERIA   | WITNESSES AND EVIDENCE |
|--|------------------------|
| <p><b>1. Describe the incident<br/>(vexatious nature and severity)</b></p> |                        |

Date of the event: .....

Grievance deadline: .....

| CRITERIA   | YES<br>✓   | EXPLAIN AND JUSTIFY  |  |  |  |
|--|--|--|--|--|--|
| <p><b>2.</b></p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%; padding: 5px;"> <p><b>Behaviour that affects<br/>dignity</b></p> </td> <td style="width: 50%; text-align: center; vertical-align: middle;">or</td> <td style="width: 50%; padding: 5px;"> <p><b>Behaviour that affects<br/>physical or psychological<br/>integrity</b></p> </td> </tr> </table> | <p><b>Behaviour that affects<br/>dignity</b></p> | or   | <p><b>Behaviour that affects<br/>physical or psychological<br/>integrity</b></p> |  |  |
| <p><b>Behaviour that affects<br/>dignity</b></p>   | or   | <p><b>Behaviour that affects<br/>physical or psychological<br/>integrity</b></p> |  |  |  |
| <p><b>3. Lasting harmful effect on the<br/>person reporting the situation</b></p>  |  |  |  |  |  |

Grid filled out by ..... Date : .....