



## **6: Equity and Access Policy**

Revision Date	Details /Comments
1 March 2017	Re-affirmed by the Board of Directors

**Water Ski Wakeboard Ontario through its Board of Directors, is committed to fostering respect and dignity for each of its employees and members. This policy is intended to guarantee equal opportunities and a working environment free of discrimination to all those members and employees.**

**Discrimination on the grounds of sex, race, ethnic origin, class, age, sexual orientation, family status, religion or disability is expressly forbidden in the Water Ski Wakeboard Ontario workplace, in any work-related activity, in any of the employment or recruitment practices of Water Ski Wakeboard Ontario or in any Water Ski Wakeboard Ontario sanctioned programs and services. In addition, Water Ski Wakeboard Ontario will take positive measures to ensure that employment opportunities with Water Ski Wakeboard Ontario are equally available to all employees and prospective employees.**

### **6-A: Procedures**

**Water Ski Wakeboard Ontario will enhance the quality of leadership, participation and programs by:**

- I. Supporting equity and access for under-represented groups**
- II. Ensuring that the achievement of equal opportunities is a key consideration when developing, updating, or delivering Water Ski Wakeboard Ontario programs, policies, and projects**
- III. Ensuring that its governance structure encourages and promotes equal participation and encourages balanced gender representation on its Board and on all committees**
- IV. Dealing with any incidence of discriminatory behavior according to the Water Ski Wakeboard Ontario Code of Conduct and Ethics**

### **Defining the Term**

#### **6-B. Right to Equal Opportunity**

**Water Ski Wakeboard Ontario prohibits any treatment which has a discriminatory effect on any person based on any of the following prohibited grounds; sex, race, ethnic origin, class, age, family status, sexual orientation, religion, or disability. In addition to the rights ensured by this policy, applicants and employees have a legal right to equal opportunities at work. Discrimination is prohibited by several pieces of legislation, including the Canadian Human Rights Act and provincial human rights acts.**



Providing equal opportunities also mandates that Water Ski Wakeboard Ontario identify and address any barriers to success in and access to:

#### **I. Employment**

To employment at Water Ski Wakeboard Ontario and

#### **II. Participation**

To participation in any Water Ski Wakeboard Ontario sanctioned programs, competitions and services. Said mandate shall be done both in response to and prior to complaints being made about those barriers

#### **6-C: Discrimination**

Discrimination is defined as any distinction that disproportionately and negatively impacts on an individual or group in a way that it does not impact on others. Whether or not such discrimination is intentional is irrelevant. Rather, the effect of the acts on the target of the discrimination is the relevant criterion.

##### **I. Direct Discrimination**

Direct discrimination occurs where an individual is treated less favorably than others on the basis of a prohibited ground. If, for example, a prospective employee was refused a job because Water Ski Wakeboard Ontario said that members would be uncomfortable with any one or more of the prohibited ground of discrimination, direct discrimination would be operative.

##### **II. Indirect Discrimination**

Indirect discrimination occurs where practices or acts not reasonably related to job requirements or participation in any sanctioned programs, competition and services have a negative impact on individuals or groups on the basis of a prohibited ground of discrimination. For example, an unnecessary height restriction that eliminates most women from consideration for a job is an example of indirect discrimination.

##### **III. Systemic Discrimination**

Systemic discrimination may occur where long term practices have resulted in structures of work that disadvantage individuals because they are members of certain groups. For example, long, unpredictable and inflexible hours of work may systematically prevent women with child care responsibilities from pursuing career opportunities.



#### **IV. Adverse Effect Discrimination**

Adverse effect discrimination occurs when the application of an apparently neutral law or policy has a disproportionate and harmful impact on individuals from particular social groups. For example, a dress code that required all employees or members to wear a particular type of hat would adversely impact on persons who, for religious reasons, wear turbans.

#### **V. Retaliation**

Retaliation occurs where a person has made a complaint of discrimination and the party who is alleged to have committed the discriminatory act takes further or increased harmful action toward the complainant because of that complaint.

#### **VI. Pregnancy Discrimination Is Sex Discrimination**

Where opportunities are denied to a woman because of a pregnancy or an anticipated or possible pregnancy, that woman has been discriminated against on the basis of sex. Sex discrimination is prohibited.

#### **VII. Sexual Harassment Is Sex Discrimination**

Sexual harassment in the workplace, either in the form of direct sexual demands or threats related to employment advantages or disadvantages, or in the form of sexist attitudes or treatment that poisons a workplace atmosphere, constitutes sex discrimination or is prohibited. A workplace free of sexual discrimination is an employee's right.

Water Ski Wakeboard Ontario, through its Board of Directors, is committed to ensuring that no sexual harassment occurs in any work-related exchange and any Water Ski Wakeboard Ontario sanctioned programs and services. Any complaints concerning allegations of sexual harassment will be dealt with through the complaints process in Water Ski Wakeboard Ontario sexual harassment policy.

#### **6-D: Employment Decisions are Applicable**

All employment decisions made by Water Ski Wakeboard Ontario are covered by this policy. These decisions include but are not limited to: job advertising, recruitment, hiring, remuneration, benefits, availability of support services, and availability of leave, professional opportunities and advancement. Any decisions made in any of these areas must be made on the basis of performance-based criteria such as qualifications, experience, and merit, rather than on stereotypes or any other discriminatory considerations.



## **6-E: Implementation**

### **I. Recruitment**

All Water Ski Wakeboard Ontario promotional materials will attempt to encourage diversity among applicants to all programs and services. They will state that Water Ski Wakeboard Ontario is an equal opportunity employer that welcomes applicants from diverse backgrounds and with non-traditional qualifications.

### **II. Interviewing**

Recognizing that most human rights legislation prohibits making employment decisions on the basis of characteristics such as family status, sexual orientation, or religion, questions that even indirectly solicit such personal information are to be avoided by those interviewing for Water Ski Wakeboard Ontario. Instead, open-ended questions that allow an applicant to offer what, if any, personal information that person feels is appropriate should be asked. The interviewer will outline Water Ski Wakeboard Ontario's expectations and job description in some detail. Evaluation criteria will be carefully explained. The applicant will have an opportunity to explain why she or he is especially qualified for the job. The interview will focus on its intended purpose, which is to discover the most qualified candidate for the job. Where questions relating to personal commitment or future plans are necessary at an interview, all applicants will be asked identical questions.

Every applicant will be informed about Water Ski Wakeboard Ontario's workplace equity policy, harassment policy and any other relevant work-related policies at initial interviews.

### **III. Hiring**

Hiring, as well as evaluations, remuneration, and professional development will be carried out by committees representing as much of the diversity within Water Ski Wakeboard Ontario as possible. The objective of this policy is to have traditionally underrepresented groups represented, to the greatest extent possible, on all Water Ski Wakeboard Ontario committees and at all levels of Water Ski Wakeboard Ontario. The Employment Equity clause of this policy will be applied in all decisions regarding hiring and promotion.

### **IV. Recruitment of Volunteers**

All members making decisions regarding the recruitment of volunteers for any Water Ski Wakeboard Ontario sanctioned programs and services will do so in accordance with this policy.

### **V. Budgets**

All decisions made by Water Ski Wakeboard Ontario concerning the allocation of its financial resources to various Water Ski Wakeboard Ontario programs and services will be done in accordance with this policy.



## **VI Sponsorships**

**Water Ski Wakeboard Ontario is committed to ensuring that all sponsorship decisions will be made in accordance with this policy. This may include, but is not limited to, requesting from potential sponsors such information, as Water Ski Wakeboard Ontario deems necessary, concerning potential sponsors' harassment and workplace equity policies. Where an employee or member believes that there has been a failure of the policy, the employee or member should follow the complaint procedures identified in Water Ski Wakeboard Ontario's harassment policy. Water Ski Wakeboard Ontario will treat all such complaints in a serious manner, will investigate all formal complaints, and will discipline any person found in breach of this policy without regard to their status within Water Ski Wakeboard Ontario. Any person who feels that she or he has suffered from discriminatory treatment should also be reminded of the remedies available to him or her under the applicable human rights legislation.**

**Where a member or employee of Water Ski Wakeboard Ontario has been discriminated against by a non-member or employee of Water Ski Wakeboard Ontario, Water Ski Wakeboard Ontario will support and assist the person alleging discrimination in whatever manner seems appropriate.**

## **VII: Conclusion**

**This policy is deemed to be remedial in nature and shall receive a fair, large and liberal construction and interpretation as will best ensure the attainment of its true intent, meaning and spirit. There is zero tolerance of discrimination and barriers to equal opportunity at Water Ski Wakeboard Ontario. To support values of equality and justice, Water Ski Wakeboard Ontario will apply those values in its own employment decisions and to any Water Ski Wakeboard Ontario sanctioned programs or services.**