

## **Section 6: CONDUCT AND DISCIPLINE**

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### **HARASSMENT**

Harassment involves certain forms of behaviour which are directed towards another person and which, because they are unwanted, have an adverse effect on working relationships or on an individual's work.

NICVA is committed to creating a harmonious working environment in which individuals do not feel apprehensive because of their gender, marital or family status, religious belief or political opinion, disability, race or ethnic origin, nationality, sexual orientation or age.

The procedure for dealing with any form of harassment is set out in Appendix 24.

### **GRIEVANCE**

All employees have the right to official discussion of any grievance relating to their employment. Details of the Grievance Procedure to be followed are given in Appendix 25.

### **DISCIPLINE**

#### **Rules and Procedures**

NICVA has an agreed procedure for the treatment of disciplinary action. Details of the Disciplinary Procedure to be followed are given in Appendix 26.