



3MDR Bullying, Harassment, Discrimination and Other Negative Behaviours Policy

Policy Statement

3MDR is committed to providing a positive, safe, respectful, and inclusive community environment for all. This Policy addresses bullying, harassment, discrimination, and other negative behaviours by individuals involved with 3MDR, including members, staff, volunteers, guests, and listeners, sponsors and community partners. This Policy outlines 3MDR's strong commitment to preventing and responding to such behaviours promptly and effectively.

Scope

This policy applies to all aspects of 3MDR's operations, including but not limited to the workplace, volunteer activities, interactions during 3MDR events (onsite at the Forest Park Homestead in Upwey or off-site), on air, on social media, and other online media platforms associated with 3MDR.

Definitions

- *Bullying*: Repeated and unwanted aggressive behaviour intended to harm or intimidate.
- *Harassment*: Unwelcome conduct, comments, or actions based on protected characteristics.
- *Discrimination*: Unfair or prejudicial treatment based on [personal characteristics that are protected](#) under the Equal Opportunity Act 2010, including a person's race, pregnancy, religious belief, political conviction, sex, age, disability, pregnancy and breastfeeding, marital status, parent and carer status, sexual orientation, gender identity or intersex status.
- *Other Negative Behaviours*: Any conduct that creates an uncomfortable or hostile environment, including but not limited to intimidation, threats, retaliation, and disrespectful communication. These may be either one-off incidents or repeated behaviours.

Prevention

3MDR is committed to preventing negative behaviours by promoting a culture of respect, open communication, and inclusivity. Under the Victorian Equal Opportunity Act, employers have a [positive duty](#) to eliminate discrimination, sexual harassment and victimisation within the workplace. Educational programs and training sessions will be conducted regularly to raise awareness about the impact of negative behaviours and reinforce the importance of treating everyone with dignity and respect.

Response

Reporting Procedure

Any individual who experiences or witnesses bullying, harassment, discrimination, or other negative behaviours is encouraged to report the incident promptly. Reports can be made to the 3MDR Station Manager, President or Secretary. Reports can be submitted in writing, through a designated reporting system, or verbally. All reports will be treated seriously and with discretion.

Investigation and Resolution

The Station Manager will conduct a thorough and impartial investigation into reported incidents regarding negative behaviours of staff and volunteers, following the Internal Conflict Policy. The 3MDR Complaints Subcommittee will conduct investigations into all other reported incidents, following the Complaint Handling Policy and Procedure. Confidentiality will be maintained to the extent possible during investigation processes. If negative behaviours are substantiated, appropriate restorative action will be taken, including but not limited to mediation, counselling, education, apology and disciplinary action.

Retaliation

Retaliation against individuals who report negative behaviours in good faith is a serious violation of this Policy. Reporting of retaliation is encouraged.

Review and Updates

This Policy and related procedures will be reviewed periodically to ensure their effectiveness and relevance. Updates will be made as necessary to reflect changes in the law, regulations, or 3MDR's organisational structure.

Enforcement

All members of 3MDR are responsible for upholding this Policy. Failure to comply may result in disciplinary action.

Relevant documents

[Equal Opportunity Act](#)

[Volunteering Policy](#)

[Diversity Policy](#)

[Internal Conflict Policy](#)

[Complaint Handling Policy and Procedure](#)

[CBAA Codes of Practice](#)

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