

DISCRIMINATION POLICY



PURPOSE

In order to promote a climate of understanding and mutual respect, TimberWest will not permit discrimination in recruiting, hiring, promotions or other employment practices.

POLICY

The BC Human Rights Code explicitly prohibits discrimination in employment on the basis of race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation or age unless the limitation, specification or preference is based on a bona fide occupational requirement. Employers also may not discriminate against a person who has been convicted of a criminal or summary conviction offence that is unrelated to the employment or to the intended employment of that person.

Decisions with regard to hiring, job placement, pay and promotion at TimberWest will be based on bona fide requirements such as competence, merit and qualifications.

Care will be taken during the recruitment process to avoid making any requests for information concerning any of the above discriminatory factors.

TimberWest will promote from within where there are internal candidates with the necessary competence and qualifications. Whether a hire or promotion is internal or filled by an external candidate, the placement will be based on bona fide job requirements and candidates will not be excluded on the basis of any prohibited factor.

RESPONSIBILITIES

All supervisors and managers at TimberWest are responsible for ensuring that discrimination does not occur during recruitment, hiring, advancement and other employment processes.

If anyone encounters problems related to discrimination, they should immediately report the facts of the incident to their supervisor. If they believe their concern cannot be resolved within their department, they should contact Human Resources. TimberWest management will investigate any such claims and will take appropriate corrective action.

ADMINISTRATION

The Human Resources Department is responsible for the administration and interpretation of this policy.