



Protocol for Managing Allegations of Breaches of the *Code of Ethics and Conduct*, Including Instances of Workplace Harrassment

I. Introduction

The Archdiocese of Gatineau's Code of Ethics applies to all staff, clergy, and volunteers. It emphasizes five Gospel values: human dignity, autonomy, personal safety, confidentiality, and integrity. Violations can cause serious harm. This protocol outlines how serious breaches—including psychological harassment—are handled, in accordance with Quebec labor standards.

II. Definition of Psychological Harassment

Harassment is defined as repeated hostile or unwanted conduct (or one serious incident) that undermines someone's dignity or integrity and poisons the work environment. The Archdiocese does not tolerate harassment from anyone, regardless of position.

III. Steps for Managing an Allegation

Allegations are reviewed promptly, fairly, and confidentially. The process includes three stages:

1. Interpersonal Approach

The complainant is encouraged to speak directly to the person involved. If that fails, the complaint goes to the Vicar General.

2. Local Approach

The Vicar General appoints a local respondent, who assesses the complaint's validity, investigates, meets with the parties, and may propose informal conflict resolution. A written report and potential disciplinary actions may follow, subject to approval by the Archbishop and fabrique council.

3. Diocesan Approach

If the local process fails or the respondent is clergy, the diocesan respondent leads the inquiry process. A report is submitted to a diocesan review team, which recommends actions to the Archbishop.

IV. Conclusion

This process seeks to uncover the truth, address misconduct, reconcile parties, and restore harmony. Full cooperation is encouraged for the good of the Church and its mission.

N.B. The complete protocol is available in French from the Diocesan Centre.