

Harmful Conduct Policy

PURPOSE

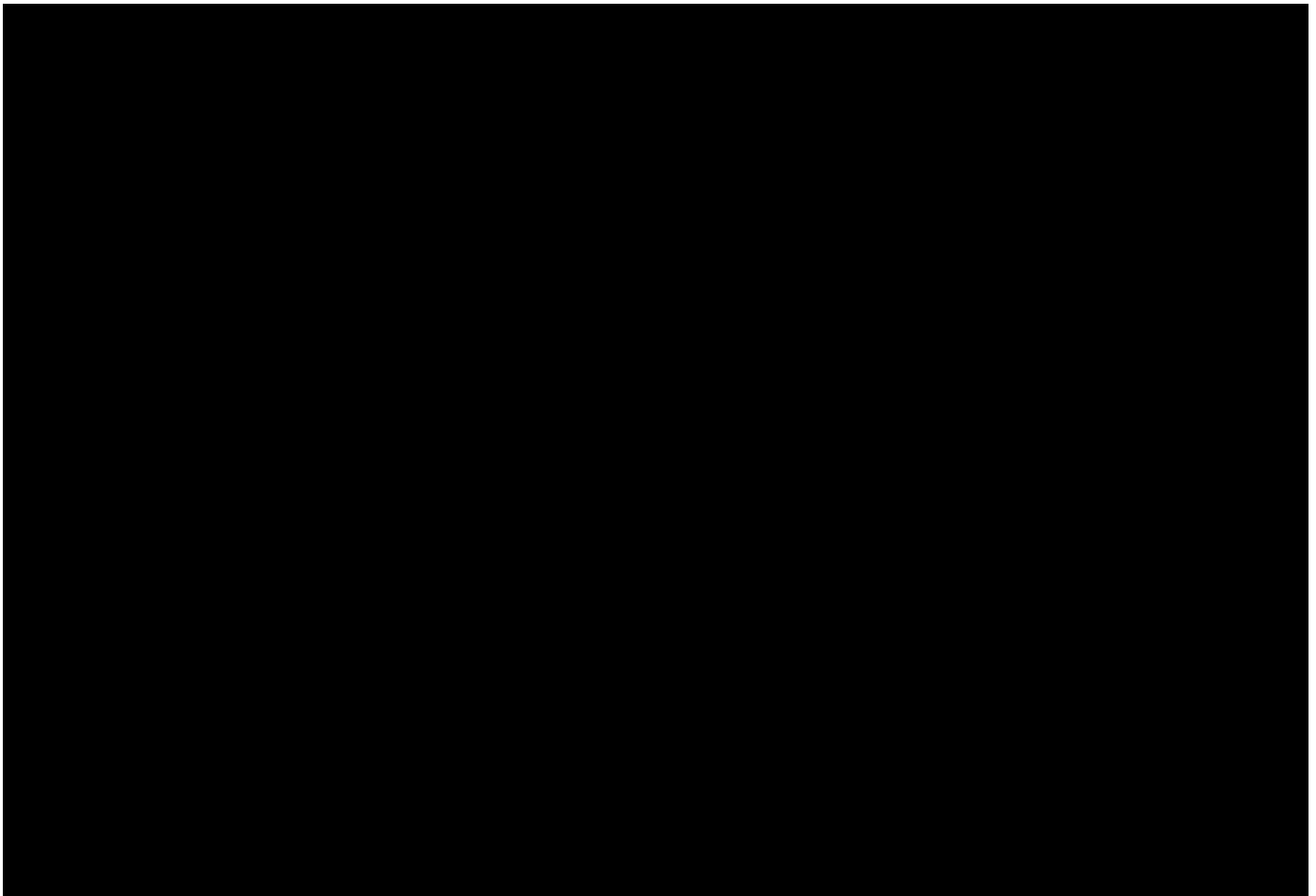
We do not tolerate harassment, discrimination or bullying at TVNZ and we are committed to ensuring a safe and inclusive workplace free from all harmful conduct and behaviours. The purpose of this policy is to set out what harmful conduct is, how to make a complaint if you experience or witness harmful conduct, and what steps we will take to deal with a complaint.

This policy applies to all employees and contractors ('TVNZers' for the purposes of this policy).

WHAT IS HARMFUL CONDUCT?

Harmful conduct is harassment, discrimination or bullying.

What is harassment?



What is bullying?

Bullying is repeated and unreasonable behaviour directed towards a person or a group which has a detrimental effect on their work and creates a risk to health, safety & wellbeing. Bullying can be physical, verbal, psychological or social, and includes behaviour that is victimising, humiliating, intimidating, belittling, abusive or insulting.

HOW DOES HARMFUL CONDUCT PRESENT IN THE WORKPLACE?

All forms of Harmful Conduct behaviour can be indirect or direct, overt or covert and can be written, verbal, visual, or physical. TVNZ will refer to the above definitions when considering whether behaviour is of the level of seriousness to constitute discrimination, harassment or bullying.

WHAT IS NOT BULLYING OR HARASSMENT?

Occasional differences of opinion, robust discussions, conflicts, and problems in working relations are a part of working life and do not constitute bullying or harassment. Providing feedback or coaching, giving reasonable instructions, setting deadlines, managing performance and disciplining someone in line with our policies are also not bullying or harassment.

HOW TO REPORT HARMFUL CONDUCT

At TVNZ there are several ways to report Harmful Conduct that you experience or witness:

- Talk your manager, your Executive member, or another Leader you trust
- Talk to someone in the People & Culture Team (P&C)
- If you are a Union Member, talk to your Union Delegate or Union Organiser
- Report it to the Speak Up Committee by emailing [REDACTED] or the Whistleblowing Committee by emailing [REDACTED]
- If you are not comfortable talking to someone at TVNZ or you would prefer to remain anonymous, you can report harmful conduct to the confidential and anonymous 'Speak Up' line which is independently managed by PwC. All the information about the 'Speak Up' process and how to use it is set out in our [Speak Up Policy](#).

It doesn't matter what channel you use, the important thing is that you share your concern so it can be addressed to ensure everyone feels safe at work.

TVNZ's COMPLAINTS PROCESS

TVNZ's detailed complaints process is set out in a diagram at Appendix 1. In summary, there are three options set out below. Whichever avenue you chose, we will take steps to support your welfare and there will be no retaliation from TVNZ towards you throughout the complaints process or after the process has completed.

Self-help

If you feel comfortable to deal with the problem directly, you can do this with the support of your leader, Executive member and/or P&C Business Partner. This could be a korero with the person/people involved.

Leader intervention

Another person can intervene on your behalf without you having to make a formal complaint. This could be your P&C Business Partner, your leader or Executive member. This will involve discussing with you how to address your concern.

Formal complaint

You may choose to raise a formal complaint and, where appropriate, an investigation process will be followed. The investigation process will be conducted, fairly, impartially and in a timely manner (recognising that investigations can take time). If through the investigation process it is found that bullying or harassment has occurred, we may take disciplinary action in line with our [Disciplinary Policy](#).

We have obligations to be fair and reasonable to all parties, comply with natural justice, and undertake a fair and robust investigation process. Natural justice requires that the person being accused of something is entitled to see the complaints against them (including the identity of the person who has made the complaint). What this means is that if you raise concerns that you don't want us to share it with the person who is the subject of the complaint, we may not be able to undertake a fair and robust investigation or reach conclusions as to whether bullying, discrimination or harassment has occurred.

Whether or not an investigation process is conducted, and the investigation process that will be implemented, will depend on several factors including the seriousness of the allegations. In circumstances where the nature of the alleged Harmful Conduct is serious and/or there is an ongoing risk to TVNZers' health, safety and wellbeing, we have an obligation to proceed with an investigation.

OUTCOME OF COMPLAINTS PROCESS

We will confirm the resolution of the complaint with the complainant and will share with them what we can in relation to the outcome, subject to our confidentiality and privacy obligations.

TIKANGA MĀORI

TVNZ is committed to ensuring that tikanga Māori can be incorporated into the application of this policy. If you would prefer a tikanga approach that differs from what's described in this policy, please let your People & Culture Business Partner or leader know. TVNZ will engage the Manukura Māori who will make decisions on the incorporation of the tikanga that will be followed as appropriate for the specific situation.

FURTHER INFORMATION & SUPPORT

- TVNZ's free and confidential [Employee Assistance Programme](#)
- Employment New Zealand [bullying](#) and [harassment](#) information
- WorkSafe [bullying and harassment information](#)
- [Human Rights Act 1993](#)
- [Employment Relations Act 2000](#)
- [Privacy Act 1993](#)
- [Health & Safety at Work Act 2015](#)
- [Harmful Digital Communications Act 2015](#)

TVNZ Harassment Policy

Policy Owner
Chief People & Corporate Officer

Policy effective date:
1 July 2025

Policy review date
1 July 2027

TVNZ POLICY STATEMENT: As with all our policies, a breach of this policy may result in disciplinary action being taken, possibly including termination of employment.