

# RESPECT

## IN OUR WORKPLACES POLICY

K-Line believes that respect is a shared responsibility. All managers, supervisors, employees, stakeholders, customers, suppliers, vendors, contractors, and members of the public have the right to be treated with respect while engaged in work-related activities.

K-Line commits to providing a work environment free of workplace harassment, workplace sexual harassment and violence, and believes that violent and harassing behaviour is unacceptable and does not belong in our workplaces. K-Line will investigate all incidents and complaints of workplace harassment, workplace sexual harassment, and violence and take the appropriate action in response to those investigations. K-Line will comply with the applicable provincial legal requirements for preventing workplace harassment, workplace sexual harassment and violence, protecting human rights, and for ensuring accessibility.

K-Line promotes a positive company culture that recognizes and welcomes differences, supports collaboration and teamwork, and provides a safe workplace for all.

### Our Objectives

### Our Actions

Provide a “No Blame” Reporting Culture

**Support** an open environment to investigate all incidents and complaints of workplace harassment, workplace sexual harassment, and violence, free of reprisals

Take all incidents and complaints seriously

**Investigate** all incidents and complaints of workplace harassment, workplace sexual harassment, and violence

Work to prevent violence and harassment in the workplace

**Manage** the risk and control the hazards in our corporate risk assessment and implement all reasonable precautions


Communicate the Policy

**Communicate**, educate, and train all employees, and all new employees upon joining the organization

Periodic Review of the Policy

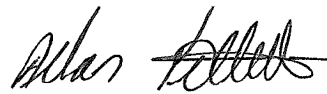
**Review** by owners and executives annually

Signed:

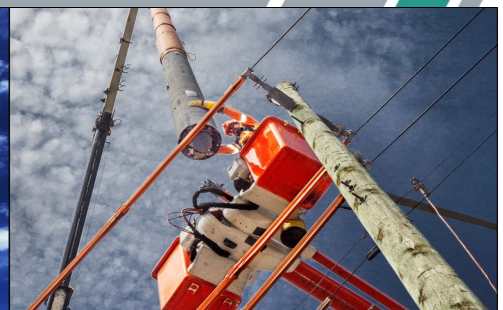


Mark Kellett — Chief Executive Officer

Signed:



Allan Kellett — President



Scope: K-Line Maintenance & Construction Ltd., K-Tek Electro-Services Ltd., K-Line International (Canada) Ltd., K-Line Equipment Leasing (Toronto) Ltd.

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Effective: January 3, 2020