



Superintendent of Human Resources and International Education separately from personnel files. Such files may only be accessed under the following circumstances:

- 3.8.1 As required by law;
- 3.8.2 By any subsequent investigator who considers the information relevant to their investigation;
- 3.8.3 In the event there is a subsequent allegation of a related or similar nature.
- 3.8.4 All persons reviewing the sealed file material shall place in the file a notification indicating the name, date and reason for the review. The file shall be resealed after examination. The person accused of harassment may apply to the Superintendent of Human Resources and International Education to consider further restricting access to the sealed file material so that the material may be accessed only as required by law.

3.9 All documentation in connection with an investigation is to be considered permanent and shall be retained indefinitely within the control and direction of the Superintendent of Human Resources and International Education.

3.10 Reasonable Actions
Actions taken by the YCDSB relating to the management and direction of the workplace is not workplace harassment.

A situation between two employees that is not workplace harassment.



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