



## ADDENDUM

### RESPECTFUL WORKPLACE POLICY

**The Company has signed the acceptance of the recommended Respectful Workplace Policy and is committed to uphold the principles enshrined in the Constitution of South Africa, which promotes the rights of all people in South Africa and affirms the democratic values of human dignity, equality and freedom.**

As signatories we recognise that a healthy and productive working environment is one in which employers, employees, stakeholders and independent contractors treat each other with mutual respect, dignity and courtesy and all are able to exercise their full potential without fear of victimization, harassment or abuse.

The Company believes that each individual has the right to work in a professional atmosphere that promotes equal employment opportunities and prohibits unlawful discriminatory practices, including harassment. We therefore expect all our cast and crew to take all reasonable steps to create awareness and maintain an environment which is free from discrimination and sexual harassment, and to ensure that all relationships among persons in the workplace, including but not limited to; auditions, pre and post production offices and on set, are business-like and free of bias, prejudice and harassment.

The Company will include issues of discrimination and sexual harassment in their orientation and induction of employees and independent contractors that work for The Company. A **Dignity Ambassador or Safety Representative**, will be appointed on the production and they will provide guidance and assistance to employees, stakeholders and independent contractors who experience discrimination, victimization or harassment.

For clarity, "sexual harassment" is defined as any unwanted conduct of a sexual nature, including but not limited to requests for sexual favours and other unwelcome verbal or physical conduct of a sexual nature. The unwanted nature of sexual harassment distinguishes it from behaviour that is welcome and mutually consensual. Sexual attention becomes sexual harassment either when the behaviour persists or in a case where a single incident can constitute sexual harassment. When the recipient has made it clear that the behaviour is considered offensive or the perpetrator should have known that the behaviour is regarded as unacceptable.

Incidents, regardless of the offender's identity or position, should be reported promptly to the Dignity Ambassador or The Company Representative so that rapid and constructive action can be taken before relationships become irreparably strained. In all cases sensitivity must be shown to both the alleged perpetrator and the complainant. All rights must be respected and confidentiality adhered to. Malicious allegations will be viewed in a serious light by The Company and should it be proved that an employer, employee, stakeholder or independent contractor has falsely accused someone, there will be a zero-tolerance approach.

Signed and Agreed at \_\_\_\_\_ on \_\_\_\_\_ of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
The Company Signature

\_\_\_\_\_  
The Contractor Signature

\_\_\_\_\_  
The Company Name

\_\_\_\_\_  
The Contractor Name