

PRAVILNIK O POLITIKI NADLEGOVANJA

Zveze nevladnih organizacij za zaščito živali Slovenije

[ENGLISH BELOW]

Uvod

V Zvezi nevladnih organizacij za zaščito živali Slovenije (v nadaljevanju Zveza za živali ali Zveza) želimo ustvariti varno, spoštljivo in vključujoče okolje za vse zaposlene, prostovoljce in partnerje. Nadlegovanje v kakršni koli obliki spodkopava naše poslanstvo ustvariti svet brez izkoriščanja in trpljenja, tako za živali kot ljudi. Ta pravilnik zagotavlja okvir za obravnavanje in preprečevanje nadlegovanja v naši organizaciji.

Področje uporabe

Ta pravilnik velja za vse posameznike, povezane z Zvezo za živali, vključno z zaposlenimi, prostovoljci, člani upravnega odbora in vsemi tretjimi osebami, ki sodelujejo z Zvezo. Zajema vedenje na delovnem mestu, med delom na daljavo, na naših dogodkih in v vseh poklicnih interakcijah, vključno s spletnimi platformami.

Oprelitev nadlegovanja

Spolno nadlegovanje:

Nezaželeno spolno nagovarjanje, prošnje za spolne usluge ali drugo nezaželeno verbalno ali fizično vedenje spolne narave. To vključuje vedenje, ki ustvarja zastrašujoče, sovražno ali žaljivo okolje.

W: www.zvezazazivali.si

E: info@zvezazazivali.si

Ustrahovanje:

Ponavljajoča se nerazumna dejanja, namenjena ustrahovanju, degradaciji ali ponižanju posameznika ali skupine, kot so izključevanje, sabotaza ali zloraba moči.

Diskriminatorno nadlegovanje:

Nadlegovanje na podlagi rase, vere, spola, spolne usmerjenosti, invalidnosti, starosti, zakonskega stanu, nacionalnega porekla ali katere koli druge zaščitene lastnosti.

Verbalno ali pisno nadlegovanje:

Žalitve, slabšalne pripombe, žalitve ali žaljivi komentarji podani ustno, pisno ali preko elektronske komunikacije.

Fizično nadlegovanje:

Nezaželen fizični stik ali grozeče vedenje, ki ustvarja sovražno okolje.

Prijava nadlegovanja

V Zavezništvu spodbujamo vse posameznike, da prijavijo vsa neželena vedenja, dejanja ali dogodke.

Neposredno poročanje:

Dogodke sporočite neposredno **zastopnikoma** (Maša Cerjak Kastelic, predsednica in Samo Curk, podpredsednik) in/ali nadzornemu odboru (Vesna Plavec) osebno, po elektronski pošti ali na načrtovanih sestankih.

Anonimna prijava:

Po želji lahko pritožbe oddate anonimno na info@zvezazazivali.si. Te pritožbe bodo obravnavane s strani upravnega in nadzornega odbora.

W: www.zvezazazivali.si

E: info@zvezazazivali.si

Zaupnost:

Vse pritožbe bomo obravnavali strogo zaupno. Podatki bodo posredovani samo na podlagi potrebe po seznanitvi za rešitev težave.

Preiskovalni postopek

Prejem prijave:

Odgovorna oseba bo prijavo prejela in potrdila v roku 3 delovnih dni.

Preiskava:

Izvedena bo poštena in temeljita preiskava, vključno z razgovori s prijaviteljem, obtožencem in pričami ter pregledom dokazov.

Rezultat:

Če je nadlegovanje potrjeno, bodo sprejeti ustrezni disciplinski ukrepi, vključno z odpovedjo zaposlitve ali sodelovanja z Zvezo.

Povratne informacije:

Prijavitelj bo po potrebi obveščen o izidu in vseh sprejetih ukrepih.

Prepoved maščevanja

Zveza za živali strogo prepoveduje maščevanje proti komur koli, ki izrazi pomisleke, prijavi nadlegovanje ali sodeluje v preiskavi. Povračilni ukrepi bodo obravnavani kot resne kršitve te politike in bodo imeli za posledico disciplinske ukrepe.

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Preventiva

Osveščanje:

Zveza za živali bo vsem zaposlenim, prostovoljcem in partnerjem posredovala kopijo tega pravilnika ter ga objavila na spletni strani.

Kultura:

Zveza je zavezana spodbujanju kulture medsebojnega spoštovanja, vključevanja in odprte komunikacije, da bi preprečili nadlegovanje, preden do njega pride.

Kontaktne podatki

Za vprašanja ali prijavo nadlegovanja se obrnite na:

Zastopnika: masa@dzzz.si and samo@aetp.si

Anonimna prijava: info@zvezazazivali.si

Nadzorni odbor: vesna@dzzz-nm.si

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Ljubljana, 10. 3. 2025

Maša Cerjak Kastelic,
predsednica



HARASSMENT POLICY ACT

of Slovenian Alliance of non-government organisations for the protection of animals

Introduction

At Slovenian Alliance of non-government organisations for the protection of animals (Slovenian Alliance for animals or Alliance), we want to create a safe, respectful, and inclusive environment for all employees, volunteers, and partners. Harassment in any form undermines our mission to create a world free from exploitation and suffering, including for animals and people. This policy act provides a framework for addressing and preventing harassment within our organization.

Scope

This policy applies to all individuals associated with Slovenian Alliance for animals, including employees, volunteers, board members, and any third parties interacting with Alliance. It covers conduct at the workplace, during remote work, at our events, and in any professional interactions, including online platforms.

Definition of Harassment

Sexual Harassment:

Unwelcome sexual advances, requests for sexual favors, or other unwelcome verbal or physical conduct of a sexual nature. This includes behavior that creates an intimidating, hostile, or offensive environment.

Bullying:

Repeated, unreasonable actions intended to intimidate, degrade, or humiliate an individual or group, such as exclusion, sabotage, or misuse of power.

Discriminatory Harassment:

Harassment based on race, religion, gender, sexual orientation, disability, age, marital status, national origin, or any other protected characteristic.

Verbal or Written Harassment:

Insults, derogatory remarks, slurs, or offensive comments made verbally, in writing, or via electronic communication.

Physical Harassment:

Unwanted physical contact or threatening behavior that creates a hostile environment.

Reporting Harassment

In the Alliance, we encourage all individuals to report any unwanted behavior, actions or events.

Direct Reporting:

Incidents should be reported directly to the **legal representatives** (Maša Cerjak Kastelic, president and Samo Curk, vice president) and/or **supervisory board** (Vesna Plavec) in person, by email, or during scheduled meetings.

Anonymous Reporting:

If preferred, complaints can be submitted anonymously via info@zvezazazivali.si. These complaints will be reviewed by the executive committee and supervisory board members.

W: www.zvezazazivali.si

E: info@zvezazazivali.si

Confidentiality:

All complaints will be handled with strict confidentiality. Information will only be shared on a need-to-know basis to resolve the issue.

Investigation Process

Acknowledgment:

The responsible person will acknowledge complaints within 3 business days.

Investigation:

A fair and thorough investigation will be conducted, including interviews with the complainant, accused, and witnesses, as well as a review of evidence.

Outcome:

If harassment is confirmed, appropriate disciplinary action will be taken, up to and including termination of employment or engagement with Alliance.

Feedback:

The complainant will be informed of the outcome and any actions taken, as appropriate.

Retaliation Prohibited

Alliance for animals strictly prohibits retaliation against anyone who raises concerns, reports harassment, or participates in an investigation. Retaliatory actions will be treated as serious violations of this policy and will result in disciplinary measures.

Slovenian Alliance for animals
Bernekerjeva ulica 43
1000 Ljubljana, Slovenija

W: www.zvezazazivali.si
E: info@zvezazazivali.si



Prevention

Awareness:

Slovenian Alliance for animals will provide all employees, volunteers, and partners with a copy of this policy act and publish it on webpage to ensure awareness.

Culture:

Alliance is committed to fostering a culture of mutual respect, inclusivity, and open communication to prevent harassment before it occurs.

Contact Information

For questions or to report harassment, please contact:

Legal representatives: masa@dzzz.si and samo@aetp.si

Anonymous report: info@zvezazazivali.si

Supervisory board: vesna@dzzz-nm.si

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Ljubljana, March 10th 2025

Maša Cerjak Kastelic,
president

