

WTGF Bullying and Harassment Policy

Purpose

The World Transplant Games Federation (WTGF) is committed to fostering a respectful, safe, and inclusive environment across all activities and events, including the World Transplant Games (Summer and Winter) and Transplant Football World Cup. WTGF does not tolerate bullying or harassment in any form and expects all participants, staff, volunteers, athletes, and affiliates to uphold a standard of behaviour that reflects WTGF's core values of dignity, respect, and equality. This policy outlines WTGF's stance on bullying and harassment, defines unacceptable behaviour, and provides guidance for reporting and addressing incidents.

Scope

This policy applies to all individuals involved with WTGF, including:

- WTGF staff, contractors, and volunteers
- WTGF member organisations and their representatives
- Athletes, coaches, and support personnel participating in WTGF-sanctioned events.
- Spectators, sponsors, and any other affiliates or visitors at WTGF events

This policy covers all WTGF locations, meetings, communications (including digital platforms), and events under WTGF's jurisdiction, with a particular focus on the World Transplant Games.

Definitions

Bullying

Bullying is any repeated and intentional behaviour that causes physical or psychological harm. It includes actions intended to intimidate, belittle, isolate, or demean an individual. Bullying behaviours may include, but are not limited to:

- Verbal abuse (e.g., insults, threats)
- Exclusion or isolation from group activities
- Spreading malicious rumours
- Physical intimidation or aggression

Harassment

Harassment is unwelcome behaviour that creates a hostile or offensive environment for an individual or group. This includes but is not limited to:

- Unwanted physical contact
- Verbal harassment (e.g., offensive jokes, slurs)
- Non-verbal harassment (e.g., derogatory gestures, exclusion)
- Sexual harassment, including unwanted advances, inappropriate comments, and gestures

Both bullying and harassment may occur in person or online (cyberbullying) and can be perpetrated by individuals or groups.

Policy Statement

WTGF is committed to:

1. **Preventing** bullying and harassment by promoting a respectful and inclusive culture.
2. **Responding promptly** to any complaints or incidents of bullying or harassment.
3. **Providing a safe reporting mechanism** for individuals experiencing or witnessing bullying or harassment.
4. **Taking corrective action**, including disciplinary measures, in cases of confirmed bullying or harassment.

WTGF encourages anyone who experiences or witnesses bullying or harassment to report it, knowing that all complaints will be treated with sensitivity, confidentiality, and respect.

Reporting Procedure

If you experience or witness bullying or harassment, please follow these steps:

1. **Immediate Action (if possible)**
If you feel comfortable, consider informing the individual that their behaviour is inappropriate and request they stop. Often, individuals may not realise the impact of their actions and may change their behaviour once made aware.
 2. **Report to WTGF**
Complaints can be made in confidence to WTGF in one of the following ways:
 - **In writing:** [WTGF Office Address]
 - **Email:** complaints@wtgf.org
 3. **Provide Details**
Please include as much information as possible, such as:
 - Date, time, and location of the incident(s)
 - Description of the behaviour
 - Names of any witnesses
 - Any evidence, such as messages, emails, or recordings
 4. **Anonymous Reporting**
Anonymous reports are also accepted if preferred. However, please be aware that anonymity may limit WTGF's ability to investigate and respond effectively.
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Investigation and Response

Upon receiving a complaint, WTGF will:

1. **Acknowledge Receipt**
WTGF will acknowledge receipt of the complaint within 7 days and outline the next steps in the investigation process.

2. **Conduct a Fair and Impartial Investigation**

An appointed WTGF representative, impartial to the issue, will conduct a thorough investigation. WTGF will ensure confidentiality and protect all involved parties from retaliation.

3. **Provide a Resolution**

WTGF aims to complete investigations within 21 days. Upon completion, WTGF will communicate the outcome to the complainant, including any actions taken, while respecting the privacy of all parties.

4. **Implement Corrective Actions**

If the complaint is substantiated, corrective actions may include:

- Warnings or reprimands
- Suspension or expulsion from WTGF events
- Termination of membership or affiliation with WTGF
- Legal action, if necessary

Appeals Process

If a complainant is dissatisfied with the outcome, they may appeal in writing to the WTGF Chair within 14 days of the decision. The Chair will review the appeal and conduct further investigation if necessary, providing a final decision within 21 days.

WTGF's Commitment to Prevention

To prevent incidents of bullying and harassment, WTGF commits to:

- **Educating** all participants, staff, and affiliates on this policy and their roles in promoting a respectful environment.
- **Raising Awareness** through workshops, discussions, and materials that foster respect, inclusivity, and understanding.
- **Reviewing this Policy** regularly to ensure it reflects current best practices and meets the needs of WTGF's global community.

Conclusion

WTGF is dedicated to providing a positive and supportive environment for all involved in our federation and events, including the World Transplant Games. We appreciate your cooperation in maintaining the standards outlined in this policy and for helping us uphold a respectful and inclusive community.

For questions or further information regarding this policy, please get in touch with WTGF at complaints@wtgf.org