

**Strathcona Hotel**

**Policies & Procedures**

**Subject:** Dating in the workplace

**Date:**  February 28, 2013

This policy is designed to address a very delicate matter in any workplace environment; dating at work. Although workplace romance is sometimes un-avoidable, we feel it is necessary to establish guidelines to avoid potential problems. This policy is designed primarily for management’s protection.

At the Strathcona we feel that it is highly inappropriate for a manager or person of higher authority to date or be romantically involved with an employee who would be under the manager’s direct chain of command. Before initiating or accepting an invitation from a co-worker, please make an inquiry if they are considered under the manager’s direct chain of command. Please do not take the approach of getting involved and I’ll ask for forgiveness later, this will not be acceptable and will be considered dishonest.

This policy will help avoid problems such as; perceived favoritism amongst employees, distractions at work, poor work performance, and possible accusations of sexual harassment.

We are asking that management please keep all workplace relationships professional.

Not adhering to this policy could be cause for disciplinary actions. Any exceptions to this policy must be approved by ownership.