



POLICIES AND SYSTEMS TO PREVENT AND PROTECT ALL PERSONS FROM PROHIBITED BEHAVIOUR

Policies and systems to prevent and protect all persons from prohibited behaviour in connection with Martin Dillon, Barrister (“the law practice”), include:

1. Statement on Prohibited Behaviour

Bullying, discrimination, harassment, racial harassment, sexual harassment or violence is not accepted by the practice at any level; and all clients, employees, and other people the law practice engages with can expect to be treated with respect.

2. Reporting Prohibited Behaviour

Please report anything that could amount to prohibited behaviour to Martin Dillon.

3. Avenues of Support for People Affected by Prohibited Behaviour

Internal avenues of support:

- a. A case manager assigned by Martin Dillon
- b. Provision of information about other sources of support

External avenues of support:

- a. Legal community counselling service

The Law Society has engaged Vitae to provide short-term, solution-focussed counselling by trained and accredited clinicians (counsellors, psychologists or psychotherapists). The service is available to anyone in a legal workplace – lawyers and non-lawyers can contact Vitae if they wish to access the Legal Community Counselling Service. The service is available every day of the year and every hour of the day and there are three ways in which you can access this service:

- Free phone Vitae on 0508 664 981
- Complete Vitae’s online referral form
- Download the Vitae New Zealand app from the App store or Google Play.

When contacting Vitae please mention that you are accessing the Legal Community Counselling Service. You are eligible for up to six free confidential sessions with a counsellor of your choice. The first three sessions are on a self-referral basis. Vitae can recommend on an anonymous basis that the Law Society funds an additional three sessions if this is needed. Any discussion with the service providers above is on a confidential basis and will not be disclosed to the Law Society or anyone else without your consent. Only statistical information will be collected by Vitae and passed onto the Law Society in an anonymous, aggregated form.

b. Law Care: 0800 0800 28

The Law Society has a dedicated 0800 phone line (0800 0800 28) where members of the legal community can discuss sensitive matters with a Law Society staff member. Law Care is a confidential point of contact for lawyers and law firm employees who have experienced, witnessed, or been affected by sexual assault, sexual harassment, or other prohibited behaviour. The Law Society staff who operate the phone line can offer callers a range of options and support services to assist in dealing with their concerns. They have received training focused on the needs of those who may use this service.

c. National Friends Panel

The National Friends Panel is a New Zealand Law Society service. The Panel is made up of lawyers willing to be contacted on a confidential basis by other lawyers with questions or concerns relating to practice issues. The National Friends Panel Sensitive List ² is a list of lawyers who are available to discuss sensitive matters such as workplace bullying and harassment. Contact details for the individual Friends are available on the Law Society website, and you can reach out to them directly. If you would like to discuss utilising the Friends Panel or would like assistance with selecting a “friend” you can contact the Law Care free phone on 0800 0800 28.

d. Other options for support

WorkSafe provides information on what you can expect from your employer once you bring your concerns to their attention. The Human Rights Commission has a specific guide on dealing with sexual harassment. The Commission also offers a free, confidential service for anyone enquiring or complaining about discrimination, racial or sexual harassment – 0800 496 7877. There are also other resources and organisations that can assist in relation to sexual harassment and assault:

- Safe to Talk: Send a text to 4334 and they will text you back
- Police: 111
- HELP: 09 623 1700
- Counselling Services Centre: 09 277 9324
- National rape crisis: 0800 883 300
- ACC (for assistance with funding support): ACC Sensitive Claims 0800 735 566
- Lifeline: 0800 543 354 (0800 LIFELINE)
- Sexual assault support centres near you: www.sexualabuse.org.nz

You may also have access to free confidential services or support schemes through your employer, such as an Employee Assistance Programme (EAP). If you are a union member you may wish to contact your union and see what support they are able to offer you.

4. Investigation of Complaints

Complaints referred to Martin Dillon will be responded to as soon as possible. Complaints will be considered and an attempt made to try to resolve the matter in a way that is fair to all concerned.

Alternatively, complaints may be referred to another barrister, Mr Truc Tran. The law practice will be guided by any view Mr Tran forms on the matter. His contact details are:

Truc Tran

Barrister

Phone: 021 246 5979

Email: truc@tructran.co.nz

5. Confidentiality and Privacy

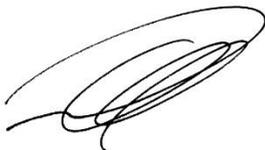
The reporting process of the law practice respects everyone's rights to privacy and confidentiality, but this does not override the law practice's obligation to report to the Law Society about written warnings or dismissals due to prohibited behaviour.

6. Active Support of Senior Lawyer

Martin Dillon is committed to these policies and systems, and to:

- a. modelling respectful behaviours;
- b. communicating these policies and systems clearly with staff and providing reminders; and
- c. ensuring staff are aware of the various avenues for help if they are feeling stressed or under pressure, so that they can continue to bring their best selves to work.

27 May 2022

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke at the end.

Martin Dillon
Barrister