

Task/Process: Human Rights Policy	Department: All theatres, head office
Prepared/Revised by: James Sandham – Mark Lavaway / Jessica Lagoda	Approved by: Mark Lavaway/ David Mucci
Date issued: July 12, 2012	Last Reviewed: January 23, 2026

Ed Mirvish Enterprises Limited – Human Rights Policy

Purpose:

EMEL is committed to building and preserving an open, inclusive and healthy working environment for its employees based on mutual respect. In accordance with The Human Rights Code, EMEL does not condone or tolerate acts of discrimination or harassment in the workplace against or by any employee. EMEL is also committed to upholding the Code in all of its practices and policies.

Scope:

The EMEL Human Rights Policy applies to all areas at:

- The Princess of Wales Theatre – 300 King St. W.
- The Royal Alexandra Theatre – 260 King St. W.
- The CAA Ed Mirvish Theatre – 244 Victoria St.
- The CAA Theatre – 651 Yonge St.
- Mirvish Productions Head Office – 322 King St. W / Mandated Remote Locations

Policy:

The Human Rights Policy applies to EMEL, its employees, management team and any individual conducting business on behalf of the Company at all times.

In accordance with workplace rights set out under the Human Rights Act, every employee has a right to freedom from:

- Discrimination when accessing and using goods and services. Every person has the right to equal treatment with respect to services, goods and facilities, without discrimination because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, family status or disability;
- Discrimination in employment means that every person has a right to equal treatment with respect to employment without discrimination based on the prohibited grounds of discrimination;
- Harassment in the workplace by the employer or agent of the employer or by another employee because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, age, record of offences for which a pardon has been granted and not revoked, marital status, family status or disability;
- A sexual solicitation or advance made by a person in a position to confer, grant or deny a benefit or advancement to the person where the person making the solicitation or advance knows or ought reasonably to know that it is unwelcome;

- A reprisal or a threat of reprisal for the rejection of a sexual solicitation or advance where the reprisal is made or threatened by a person in a position to confer, grant or deny a benefit or advancement to the person.

Definitions:

Discrimination: the denial of equal treatment in employment, in the provision of goods, services and facilities to the public, and in the administration of contracts based on the prohibited grounds as defined by human rights legislation.

Prohibited Grounds of Discrimination: under the Human Rights Code, no individual, or employer may discriminate based upon any of the following: race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, family status or disability.

Systemic Discrimination: the use or application of a neutral requirement that has a negative impact on a group protected under human rights legislation. Systemic discrimination occurs when policies and practices exclude, limit or restrict members of designated groups from employment or opportunities within employment (e.g., opportunities to apply for other jobs, participate in training, attend conferences, obtain promotions, and receive special assignments).

Workplace Harassment: means engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome. Examples of workplace harassment include, but are not limited to, bullying, intimidating or offensive jokes or innuendos, displaying or circulating offensive pictures or materials, or offensive or intimidating phone calls.

Racial Harassment: can be defined as any behaviour, in the form of words, gestures, or actions, generally repeated, that has undesired racial connotations; that has a negative impact on a person's dignity or physical or psychological integrity; or that results in the person being subjected to unfavourable working conditions.

Workplace Sexual Harassment: a) engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expressed, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome or b) making sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

General Guidelines:

The intent of EMEL's Human Rights Policy is to provide a working environment for all employees that fosters openness and tolerance. This Policy is intended to ensure that EMEL's practices and the practices of all our employees are free from direct and indirect discrimination as well as any form of harassment. Under the Human Rights Code, employers have the ultimate responsibility for ensuring a healthy and inclusive work environment, including preventing and addressing discrimination and harassment.

Application of this Policy:

EMEL will not tolerate any form of harassment or discrimination against any individual, including job candidates, employees, managers, or clients, on any grounds. This commitment applies to, but is not limited to, such areas as training, performance, assessment, promotions, transfers, layoffs, remuneration, and all other employment practices and working conditions.

Every EMEL employee is responsible for enforcing this policy and must make every effort to prevent discrimination and harassment in the workplace. As such, employees must report every incident of harassment and/or discrimination immediately -- whether it was observed, or if the problem was reported to them.

Reporting Procedures:

While EMEL will ensure to adhere to following the Human Rights Code in all of its practices, it is essential that employees adhere to the code as well. If any employee feels they are being discriminated against or harassed, the following reporting procedures have been put into place:

Informal Procedure: If you believe you have been harassed or have faced discrimination you may:

- Confront the individual personally, or in writing, clearly stating the unwelcome behaviour/action and requesting that it stop immediately; or
- Discuss the situation with the individual's supervisor, your supervisor or the Human Resources Department

Any employee who feels discriminated against or harassed can and should, in all confidence and without fear of reprisal, personally report the occurrence to their supervisor or a manager.

Formal Procedure: If you believe you have been harassed or discriminated against, you may make a written complaint to your manager. The written complaint must be delivered to your manager and include the following information:

- The date and time of each incident you wish to report.
- The name of the person(s) involved in the incident(s).
- The name of any person(s) who witnessed the incident(s).
- A full description of what occurred.

Once a written complaint has been received, EMEL will complete a thorough investigation. Harassment and discrimination should not be ignored as silence can, and often is, interpreted as acceptance. Employees will not be demoted, dismissed, disciplined or denied a promotion, advancement or employment opportunities because they rejected sexual advances or because they lodged a complaint when they honestly believed they were being harassed or discriminated against.

The investigation will include:

- Informing the accused of the complaint;
- Interviewing the complainant, any person(s) involved in the incident and any identified witnesses;
- Interviewing any other person(s) who may have knowledge of the incident(s) complaint;
- Statements from all parties involved will be taken, and a decision will be made.

- If necessary, EMEL may employ outside assistance or request the use of our legal counsel;
- Where it is determined that harassment has occurred, a written report of the remedial action will be given to the employee(s) concerned.

If the complainant decides not to lay a formal complaint, Senior Management may decide that a formal complaint is required, which will be based on the investigation of the incident, and will file such document(s) with the person(s) against whom the complaint is laid.

If it is determined that personal harassment or discrimination has occurred, appropriate disciplinary measures will be taken immediately.

Confidentiality:

All records of direct and indirect discrimination and harassment, reports filed, and subsequent investigations are considered confidential and will not be disclosed to anyone except to the extent required by law.

EMEL will do everything it can to protect the privacy of the individuals involved and to ensure that the Complainant and the Respondent are treated fairly and respectfully. EMEL will protect this privacy so long as doing so remains consistent with the enforcement of this Policy and adherence to the law.

Disciplinary Measures:

If it is determined by the company that any employee has been involved in the harassment or discrimination of another employee, immediate disciplinary action will be taken, up to and including immediate dismissal without further notice.

Evaluation:

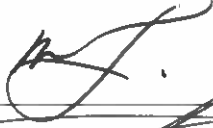
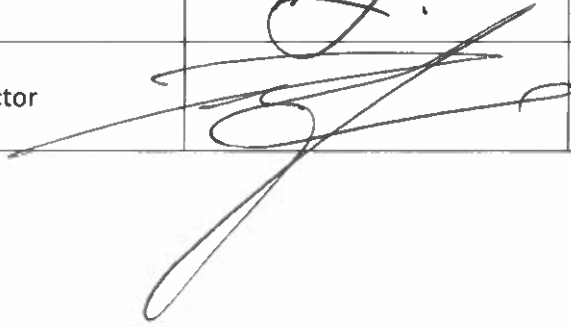
Management will evaluate the Human Rights Policy annually and monitor and ensure the ongoing compliance of staff.

Revisions:

Revision Made	Revision Made By	Date
“Application of This Policy” amended; Seamless Costumes added to scope	Mark Lavaway	Jun. 12, 2015
Seamless Costumes removed from “Scope” – shop closed 2016; “Workplace Sexual Harassment” added to “Definitions” as per Bill 132	Mark Lavaway	Jun. 13, 2016
Changed Panasonic to the CAA Theatre	Mark Lavaway	June 18, 2018
Removed office address	Hannah Clark Gomez / Emily Knight	October 1, 2019
Moved the Scope from behind to in front of Policy Change language to gender neutral pronouns Adding the Human Resources Department as a point of contact during informal reporting procedures, and your manager for formal written complaints Adding “CAA” to the “CAA Ed Mirvish Theatre” and updating the address Renaming our Head Office, adding our address and including the option for remote working	Mark Lavaway, Jessica Lagoda & Ashley Heng	November 14, 2023
Minor grammatical edits.	Mark Lavaway/Jessica Lagoda/Becky Rodmell	January 23, 2026

Approvals:

The following individuals have read and approved the policy herein:

Name and Title	Signature	Date
Mark Lavaway Director of Labour Relations		FEB 09 2026
David Mucci Managing Director		FEB 09 2026