

Commercial Diving Institute of Canada (CDI)

Respectful and Fair Treatment Policy

January 5th, 2017

Name of Policy

Implementation Date

Vernon Johnston

April 9th, 2025

Director

Date of Last Revision

ITEM 1.1.0 Regulatory Agencies

The Commercial Diving Institute of Canada (CDI) operates in strict accordance with the CSA Z275.2 Operational Code, CSA Z275.4 Competency Code, WorkSafe BC OHSR's, International Marine Contractors Association (IMCA) International Best Practices, Diver Certification Board of Canada (DCBC) Guidance Notes, the Private Training Institutions Regulatory Unit (PTIRU) and the Professional Association of Diving Instructors (PADI).

ITEM 1.1.1 Respectful and Fair Treatment Policy

The Commercial Diving Institute of Canada (CDI) is committed to ensuring that its learning environment promotes the respectful and fair treatment of all students. CDI maintains a high ethical standard to provide the delivery of the CSA educational requirements.

While on CDI premises or during activities or events hosted by **The Commercial Diving Institute of Canada** the following activities are prohibited by staff and students:

- **Discrimination based on ethnic background, race, religion, gender, age, sexual orientation, political belief, unrelated criminal conviction, marital status, color, place of origin, physical or mental disability, family status and ancestry**
- **The use of illicit drugs**
- **Abuse of alcohol**
- **Bullying**
- **Hazing practices**
- **Violence**
- **Sexual Harassment**
- **Disrespectful communication**
- **Theft**
- **Vandalism**
- **Use of recording devices during academic or practical training without permission**
- **Plagiarism or cheating**
- **Providing access to electronic material, quizzes or exams to unauthorized people, organizations or businesses**

15. CDI Respectful and Fair Treatment of Students Policy

If a prohibited activity occurs, the following outlines the process for addressing the incident:

- **All reports of any prohibited activity must be reported in writing to the Senior Educational Administrator or designated School Director**
- **The Senior Educational Administrator (SEA) or designated School Director (SD) will meet with the student or students to establish the events regarding the breach of the policy or policies**
- **The Senior Educational Administrator (SEA) or designated School Director (SD) will provide a formal written disposition for resolution**
- **The Senior Educational Administrator (SEA) will complete an Individual Action Plan if required.**