

Monkeyman Productions Policy: Diversity, Inclusion, and Representation

Adapted from HartLife NFP's Diversity, Inclusion and Representation policy

We make the following commitments to all participants who work with us:

- Diversity and inclusion will be considered both in casting and assembling production teams. Monkeyman Productions believes that storytelling can open and broaden the cultural conversation. Diversity and representation are an expression of our commitment to that value. In particular, culturally specific work will seek production personnel who can speak to that cultural experience.
- When invited to audition, prospective participants have the right to make inquiries about how their cultural personhood will be used within the production. Questions and comments about representation are welcome at any time throughout the production process. Our production process often includes a “first pass” scratch recording before final revisions are made, and participants are encouraged to provide feedback, ask questions, and make comments about representation. Inquiries will receive a thoughtful response and will remain confidential.
- Sometimes a potential participant discovers in the course of auditioning that they are uncomfortable with production elements as they relate to their personhood. Potential participants have the right to decline casting offers without fear of reprisal such as losing future opportunities. It is not the participant's responsibility to explain why they chose to decline an offer.
- During the rehearsal process, participants should voice concern if they feel uncomfortable with the use of their cultural personhood, which may include:
 - Content (culturally based violence or abuse, for example) which was not disclosed at the time of audition/casting;
 - Accents or dialects to underscore a cultural representation not disclosed at the time of audition/casting;
 - Portrayals that can reasonably be described as “black face”, “brown face”, or similar portrayal, which was not disclosed at the time of audition/casting.
- When creating content involving or about cultural violence, or other culturally charged narratives and language, we will work with all participants to create an environment of consent and support. We believe that building consent among participants is an important part of creating an atmosphere of trust and communication. We intend to recognize the following practices when building consent among participants:
 - A consent-building conversation should specify the level of emotional vulnerability or intimacy that participants may be asked to express as part of a scene, and the boundaries required to make the scene feel safe for all participants.
 - The boundaries may change over the rehearsal process, either narrowing or broadening, but any change to the boundaries should be discussed and agreed upon before the rehearsal.
 - There should be an opportunity to discuss potential boundary violations at the end of each rehearsal and recording.
 - Disclosure of this type of performance will be made at the audition, and the emotional risk associated will be recognized throughout the process.
 - We seek to address concerns with generosity and humility through the channels of the Concern Resolution Path outlined in this document.

Monkeyman Productions Policy: Harassment

Adapted from HartLife NFP's Harassment Policy

Harassment in a broader sense includes, but is not limited to:

- Inappropriate or insulting remarks, jokes, or innuendoes, or taunting about a person's gender, gender identity, sexual identity, racial or ethnic background, colour, place of birth, citizenship, ancestry, creed, or ability;
- Persistent unwanted questions or comments about a participant's private life outside the boundaries of consent established in rehearsal;
- Posting or displaying materials, articles, and so on, which may cause humiliation, offense, or embarrassment on prohibited grounds that are outside the parameters of the production.

Sexual Harassment in a creative workplace:

In a creative context, harassment can additionally be defined as one or a series of comments or conduct of a gender-related or sexual nature outside the boundaries of consent or production content, which is known or ought reasonably be known to be unwelcome/unwanted, offensive, intimidating, hostile, or inappropriate. The higher the emotional/sexual risk a production asks of its participants, the greater the diligence of each member of production is needed to foster an environment of emotional safety.

Sexual harassment includes but is not limited to:

- Unwelcome remarks, jokes, innuendoes or taunts about a person's body, attire, gender, or sexual orientation outside the boundaries of consent or production content;
- Sexual stereotyping of race, gender, gender identity, religion, colour, national origin, ancestry, marital status, sexual orientation, ability, or other status protected by law outside the boundaries of consent or production content;
- Unwelcome inquiries or comments about a person's sex life or sexual preference, clothing or physical characteristics; leering, whistling, or other suggestive or insulting sounds outside the boundaries of consent or production content;
- Posting or displaying materials, articles, or links to content that is sexually oriented outside the boundaries of consent or production content;
- Requests or demands for sexual favours, especially those that include, or imply, promises of rewards for complying (such as offering roles, promotion, or monetary compensation) and/or threats of punishment for refusal (such as denying a role or monetary compensation) outside the boundaries of consent or production content;
- Inviting an actor to rehearse sexual content outside of scheduled rehearsals;
- Repeated invitation/suggestion to take relationships of a sexual nature outside of recording or rehearsal;
- Using the text of a production that is sexual, violent, threatening or offensive in discourse outside of recording or rehearsal;
- Improvising sexual content without expressed consent.

Participants have the right to be free from harassment which includes, but is not limited to, the behaviours and situations outlined above.

While our production company is focused on recording and rehearsing environments that are not face-to-face, we expect any promotional or live performances where participants will be in the same physical venue to be free from any unwanted or inappropriate physical contact such as touching, kissing, massaging, patting, hugging, or pinching outside the boundaries of consent or production content.

Any of the behaviours outlined here have the potential to create a negative environment for individuals or groups. It should be noted that a person does not have to be a direct target to be adversely affected by a negative environment.

It is understood that creative atmospheres are not always “emotionally sanitary” - they can safely be bawdy, profane, vulgar and challenging. We assert that having a) a practice of building consent and b) an environment that allows for response to clear boundary violations can broaden our opportunity to be challenging and fearless in our work.

Concerns about harassment, safety, or a negative environment should be reported using the concern resolution path (starting with level one wherever possible), and all concerns should be treated with the utmost respect for the safety and well being of all participants.

Monkeyman Productions Reporting Path

Creating a safe and comfortable environment for all members of our team is important to us. We take concerns seriously and seek to address issues in a sensitive and timely manner. The following individuals are available to help you resolve any concerns or issues that may arise.

We encourage concerns at Level Two to be made in writing when possible.

Level One:

If you feel comfortable doing so, we encourage you to first directly address your concern with the individual(s) involved. This helps to foster an honest and open community and is often the fastest path to a resolution.

Level Two:

If you are not comfortable directly addressing the individual(s) involved, or if no resolution can be agreed upon, your next points of contact can be any of the following individuals. If the concern involves an individual on this list, you may bring your concerns to another individual on the list. Any concerns addressed or discussions will be kept completely confidential.

You are also welcome to take your concerns to an outside individual for mediation if you feel more comfortable. We have listed a potential outside mediator below, but you are also welcome to ask someone to speak for you of your own choosing. We will attempt to work in good faith with any mediator to resolve your concerns.

A complaint may include allegations of civil or criminal misconduct or liability, and may require legal advice or action which are outside the scope of this policy. We will cooperate with law enforcement as required.

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