



***PREVENTING HARASSMENT
IN THE WORKPLACE***

**A hostile work environment
serves no good purpose.**

**AND it interferes with
the agency's work.**

**The prevention/
elimination of harassment is
EVERYONE'S
responsibility.**

LEARN what to do.

Don't become the next news story.

Or worse

The next COURT case.

*Just WHAT type
behavior is unacceptable
in the workplace?*

*There is no clear answer
to this question.*

*What is the most
common type of
harassment in today's
workplace?*

**SEXUAL
HARASSMENT**

TYPES OF HARASSMENT

QUID PRO QUO HARASSMENT

(something for something)

Blatant

Example:

A supervisor demands sexual favors in return for better treatment of a subordinate, or threatens the subordinate with firing, demotion, or transfer unless sexual favors are given.

HOSTILE ENVIRONMENT HARASSMENT

Less obvious, but often the foundation for charges of sexual harassment.

Example:

If behavior of a sexual nature creates an offending, intimidating, or hostile work environment for another employee, it is sexual harassment.

HOSTILE ENVIRONMENT HARASSMENT

Courts are likely to find an illegal hostile work environment where there is:

Pornography

Degrading Comments

Vulgar Language

Embarrassing Questions

Sexual Touching

Sexual Jokes

Sexual Propositions

SAME-SEX HARASSMENT

Male harassment on another male, or female harassment on another female.

In 1998 the Supreme Court stated that same-sex harassment is illegal and will not be tolerated.

NON-EMPLOYEE HARASSMENT

Sexual harassment by a non-employee, e.g. *Vendors, Customers or Visitors* is *NOT* excusable behavior.

Harassment by a non-employee CAN lead to sexual harassment charges, just as sexual harassment by an employee would.

THIRD-PARTY HARASSMENT

Behavior not found offensive by some employees can facilitate an offensive environment for other employees.

Example:

A group of employees talking about each other's sex lives in the presence of another person who feels very uncomfortable about such discussion.

OTHER TYPES OF HARASSMENT

Other types of harassment are equally unacceptable with equally serious consequences:

Race

Religion

National Origin

Age

Disability

Sexual Orientation

Pregnancy

Political Affiliation

Physical Appearance

A Respectful Workplace

**We spend a significant amount of time in
OUR workplace.**

**Many of our jobs are already stressful without
the added stress of harassment.**

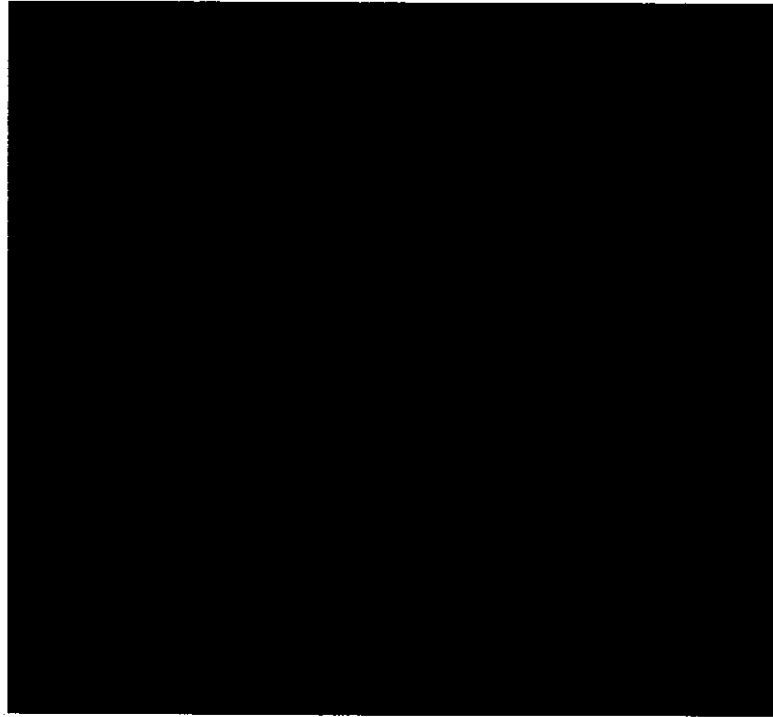
Why Respectful Behavior?

- No one wants to work in an environment where he or she feels harassed and uncomfortable.**
- Respectful behavior facilitates more productive employees.**
- Disrespectful, harassing behavior can cost the perpetrator their job.**

Why Respectful Behavior?

- Studies found 50% of sexual harassment cases co-workers or peers were the alleged harassers.
- Only 26 % involved the immediate supervisor.
- The 1991 amendment to *Title VII of the Civil Rights Act of 1964* allows victims to recover punitive damages.
- Harassment lawsuits usually have personal legal & financial consequences for the harasser.

The best thing would be:



The Building Blocks

**THE
RESPECTFUL
WORKPLACE**

**APPRECIATING
DIVERSITY**

ACCEPTING DIFFERENCES

EQUALITY

How do
WE
stop
disrespectful
behavior?

Source — The person(s) doing the disrespectful behavior.

T

The source of the disrespectful behavior has the responsibility to stop behaving in such a manner.

O

P

What about **US**. Are we part of the problem? Have we been involved in disrespectful behavior to others?

S

The *target* must help confront the Harassment/harasser!

T

arget

O

If we are offended by other's actions or words, we need to let them know and ask them to stop.

P

Consider this:

S

The source of the disrespectful behavior may not even know that his or her behavior is offensive to us.

T

arget

O

How can this person correct his or her behavior if he or she is

P

unaware of its impact?

S

Those who observe disrespectful or harassing behavior have a responsibility to stop it when it occurs;

T

and one who

notices such is NEVER an innocent bystander!

O

bserver

P

It is simply the right thing to do.

S

Every person in authority has a duty to keep the workplace free from offensive and harassing behavior.

T

O

Each person in authority is crucial to creating a respectful workplace.

P

erson in authority