



Ethical
Trading
Initiative

Creating safe
and respectful
workplaces
for **everyone**



Gender-based violence and harassment (GBVH) is violence or harassment based on a person's gender or sex. This includes violence or threats of violence.

Harassment is physical, verbal or non-verbal conduct, which makes a person feel uncomfortable, intimidated, offended or humiliated at work. This also includes violence or harassment directed mainly at people of a specific gender or sex.

- ▶ Examples of behaviour that is not acceptable here are swearing using sexual language, joking or teasing someone because of their sex or gender.
- ▶ Examples of more serious behaviour are asking for dates or sex in exchange for jobs, contract renewals or easier assignments – whether during recruitment or employment – and sexual violence.

Other examples of GBVH include:

- ✔ **Everyone**, including you, has the right to be treated and as a human being (with dignity), regardless of the work they do, and with fairness.
- ✔ **Everyone**, including you, is expected to treat others with the same respect, fairness and dignity.
- ✘ **No one** should experience violence or harassment because of their gender or sex in work. This includes, when you are at the workplace, field, boat or ship; when you are on a trip for work, traveling to and from the workplace; and if you stay in housing that your employer provides.

Prevention:

Everyone has a role to play

Your employer and workplace

- ▶ Is responsible for providing for you and your coworkers with a safe place and way to work.
- ▶ Should speak with you and your coworkers about GBVH: how, when, where and why it happens. They should work on ways to prevent this with you or a worker who represents/can speak for workers.
- ▶ Needs to explain how they expect you to do your job, including what is and is not acceptable. Your employer should explain what the consequences are if someone does not follow these rules.
- ▶ Should train you on what to do if you see or hear something that is not right. They should tell you how and to whom you can report your concerns.

You and other workers

- ▶ Have the right to feel safe and comfortable at work.
- ▶ Have a right to ask if anything is not clear to you. It's okay to ask questions.
- ▶ Have the right to gather with other workers and represent your shared concerns and negotiate with your employers for better terms and working conditions as part of a trade union.
- ▶ Can talk to someone trusted, if someone says or does something that doesn't feel right.



Reporting:

If something bothers you, you can speak to someone

- ▶ It's okay if you are not sure if something is GBVH. If something has happened to you or if you are worried about someone else, you can always speak to someone you trust.
- ▶ You can make reports anonymously (you don't have to share your name) or confidentially (only those people you need to know will know).
- ▶ The person who helps you will explain the process for reporting your concerns, step by step. It's okay to ask questions. It's okay to ask for more information.
- ▶ You can have someone support you like a friend, trade union representative or family member.
- ▶ Your report should be taken seriously. Your employer will take actions to understand what has happened.





Remediation:

Making things right

- ▶ You should be asked about what will make things better. This can be a range of actions, including an apology or a change in your job.
- ▶ If someone has done something un-acceptable, they should face fair consequences.
- ▶ If change at the workplace is needed, your employer should show how lessons have been learned and GBVH will be prevented in the future.

If you have questions about this or need to speak to someone, you can contact your workplace representative, a manager you trust, and: