

What can you do if you experience unacceptable behaviour?



Focus on yourself

- What happened?
- What behaviour is affecting you?
- Is the behaviour inappropriate or unacceptable?
- Inappropriate: Give feedback, speak directly to the person
- State your boundaries, explain what is unacceptable about the behaviour



Discuss the issue

- Choose a suitable place and moment to discuss the issue
- Offer feedback or explain what is unacceptable to you
- Seek a solution together
- Use your GROW interview to discuss this



Become an Active Bystander

- Take the Active Bystander course
- Learn how to discuss unacceptable behaviour
- Discover the 4 intervention strategies you can use
- Provides skills to challenge unacceptable behaviour

If you need support or advice, contact one of the helplines

Scan for more info:



Your manager

- Discuss the issue with your manager
- Or if necessary with another manager
- Explain what has happened
- Discuss what the manager can do for you



An HR adviser

- Can provide a listening ear and help make sense of the situation
- Can offer procedural information
- Can refer you to an expert if needed



Central information point confidential counsellors

- Provides a listening ear, everything is confidential
- Helps come up with solutions
- Can attend a meeting if you wish
- Is independent and impartial



The Staff Ombuds Officer

- Gives advice to the University on how to create a safer work environment
- Acts on reports from employees about problems in the work environment
- Initiates investigation in response to signals from within the organisation

Are you unable to resolve the issue? You can submit a formal complaint to the complaints committee.