

Witnessing Workplace Sexual Harassment?

KNOW YOUR ROLE AS A BYSTANDER

As a bystander, when you witness sexual harassment in the workplace, your actions matter. Here are some steps you can take:

Immediate actions

Choose the response you are most comfortable with:

Directly approach the harasser:

- Tell them what you saw or heard.
- Be clear that their behavior violates the workplace policy and is inappropriate.
- Tell them you may have to report the behaviour to a supervisor.

Distract the harasser:

- If safe, say or do something to change their focus.
- Make your presence known; being visible can often help stop the behaviour.
- Interrupt by talking to the person who is harassed or the harasser.



Delegate:

- If uncomfortable intervening directly, seek help from someone such as a supervisor, manager, or security.

Offer support to the person who was sexually harassed:

- Check if they need immediate help or support.
- Let them know what happened was not okay.
- Offer to be a witness if they make a complaint.
- Offer to accompany them if they want to make a report.



Tip: Always ask the person who was harassed before reporting.

Document your observations

Write notes shortly after the incident, including:

- **Who, what, when,** and **where** of the incident(s).
- If possible, **exactly** what you saw or heard.

These notes will be beneficial for investigations if the incident is reported.

Know your rights and policy

- Check your **workplace policies** for guidance on reporting incidents of workplace sexual harassment as a bystander.

Concerned about retaliation?

- Workplace policies may offer **protections and reporting options** for third parties or bystanders.
- Witnesses who experience retaliation for reporting a health and safety concern can file a prohibited action complaint with **WorkSafe BC**.

Seek Training: Ask your employer for bystander intervention training.

Want **FREE LEGAL ADVICE** or **FREE TRAINING** on workplace sexual harassment?

Contact SHARP Workplaces:



Telephone: **604-673-3143**



Toll-free: **1-888-685-6222**



Email: **SHARPWorkplaces@clasbc.net**



Website: **clasbc.net/sharpworkplaces**



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