

# HANDOUT

## INTERVENE – GET HELP – FOLLOW UP

At our workplace/production facilities we aim to achieve a culture without transgressive behaviour. We must be better at taking care of each other in the industry. This task is the employer's responsibility and also one we

can only solve together. Work culture is something we create together. Whatever your role, you can help take care of your colleagues if a situation gets out of hand. For example, you can use one of these lines of action:

## INTERVENE

- TRY TO CALMLY INTERRUPT THE SITUATION WITHOUT ESCALATING THE CONFLICT.

## GET HELP

- IF YOU CAN'T INTERVENE YOURSELF, GET HELP FROM SOMEONE WHO CAN.

## FOLLOW UP

- TELL THOSE INVOLVED HOW YOU EXPERIENCED THE SITUATION.

*If you experience transgressive behaviour or simply need to discuss a specific situation, we have various persons you can turn to in confidence. At this workplace/production facility you can contact:*

Title \_\_\_\_\_

E-mail \_\_\_\_\_

Name \_\_\_\_\_

Phone \_\_\_\_\_

Title \_\_\_\_\_

E-mail \_\_\_\_\_

Name \_\_\_\_\_

Phone \_\_\_\_\_

# HANDOUT

## INTERVENE – GET HELP – FOLLOW UP

### INTERVENE

- TRY TO CALMLY INTERRUPT THE SITUATION WITHOUT ESCALATING THE CONFLICT.

Intervening calmly is about interrupting problematic situations by constructively speaking up, highlighting something unpleasant or referring to what you experience is wrong. It is also about respecting and supporting others when they intervene against transgressive behaviour.

- Say without judgement that what you see or experience does not feel safe and respectful.
- You may want to ask those involved if they are okay – this can be done least dramatically on a one-to-one basis.

### GET HELP

- IF YOU CAN'T INTERVENE YOURSELF, GET HELP FROM SOMEONE WHO CAN.

Sometimes it is hard to intervene personally because we feel we lack the skill, authority or options. We may fear that intervening could have negative consequences for ourselves or others. You can also take action by getting help from a person in charge who must take responsibility for a healthy and safe working environment.

- Reach out to a person in charge during a break, pointing out that action or their assessment of a situation is needed.
- Getting help doesn't make you a tell-tale. On the contrary, you are taking responsibility for our common culture.

### FOLLOW UP

- TELL THOSE INVOLVED HOW YOU EXPERIENCED THE SITUATION.

When we are frightened or scared, we may fail to act in a situation that goes against our values. Although this is natural, we may feel shameful. Then you can follow up on the situation afterwards. In this way you help to ensure that the individual is not left alone or that the problems are allowed to grow.

- Reach out to those involved and tell them how you experienced the situation. This may be the person being harassed or the person who has harassed someone else.
- Ask those in charge to set up a dialogue forum so similar situations can be avoided in future.