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GRK does not accept any form of discrimination, bullying, victimisation, harassment, sexual harassment, reprisals or condescending attitudes towards an employee, manager or group. Treating each other with respect should be a guiding principle in all work and in all relationships.

Victimisation refers to actions directed at one or more employees, which can lead to ill health in those affected, or to them being excluded from the workplace community. Victimisation is actions that are directed at one or more employees, in an offensive way, and that can lead to ill health, or that these are excluded from the workplace community.

Harassment is behaviour that violates someone's dignity and is related to one of the grounds for discrimination: gender, transgender identity or expression, ethnicity, religion or other belief, disability, sexual orientation or age.

Sexual harassment is a behavior of a sexual nature that violates someone's dignity.

Bullying is a recurring violation of a person or a group.

Some examples of victimisation

- deliberately obstructing work, such as deliberately withholding information or providing incorrect information
- insult, ostracism and disregard
- control an employee without their knowledge and with harmful intent
- persecution in various forms, threats, humiliation, slander of a person or their family
- discrimination on the basis of sex, gender identity or expression, religion or other belief, ethnicity, disability, sexual orientation or age.

Prohibition of retaliation

An employee must not be subjected to retaliation because the person

- Reported or complained that the employer acted in violation of the law
- Participated in an investigation

The prohibition also applies in relation to the person who is employed by the employer

- Make an enquiry about or apply for a job or traineeship
- Is available to perform or performs work as hired or borrowed labour

The manager's responsibility

The manager has an important role in creating an inclusive and good working climate. As soon as you suspect or become aware that someone in the workplace is being subjected to undesirable behavior, contact HR immediately to begin an investigation into the incident and put a stop to further actions.

You are also responsible for:

- Act at an early stage when you become aware of/signals of unsatisfactory working conditions.
- Make a note of what happened (words, documents, dates, times, witnesses, etc.).
- Employees who have been subjected to violence and other people involved, where appropriate, must be offered support quickly via the occupational health service.
- Inform your immediate manager or superior manager/HR about the incident as soon as possible for further handling and investigation.

Employee's responsibility

As an employee, you must live up to GRK's policy, and contribute to a good work environment, follow the routines that exist for the business and act on the basis that we are all part of each other's work environment. You are responsible for:

- Actively counteract all forms of discrimination or condescending attitudes towards an employee, manager or group.
- If you suspect that an employee is being discriminated against, you should support the person so that they can get help according to the procedures. Inform the manager, HR and/or safety representative.
- If remarks about undesirable behaviour have not led to relevant action on the part of the manager, you as an employee should turn to a senior manager or HR. You can also contact the chief safety representative or the regional safety representative.
- You shall not participate in concealing unwanted actions, even though there may be a risk of possible conflicts of loyalty. GRK is clear that employees must not be subjected to reprisals.

For those who are exposed

At GRK, everyone should have a good work environment, which also includes how we treat each other at work. There are many ways to get help with the situation. Among other things, you can:

- Indicate to the person responsible for the unwanted actions that you do not accept their behavior and demand that the behavior stop.
- Talk to a manager or colleague you trust, or contact the occupational health service.
- Signal as soon as possible because problems rarely go away on their own.