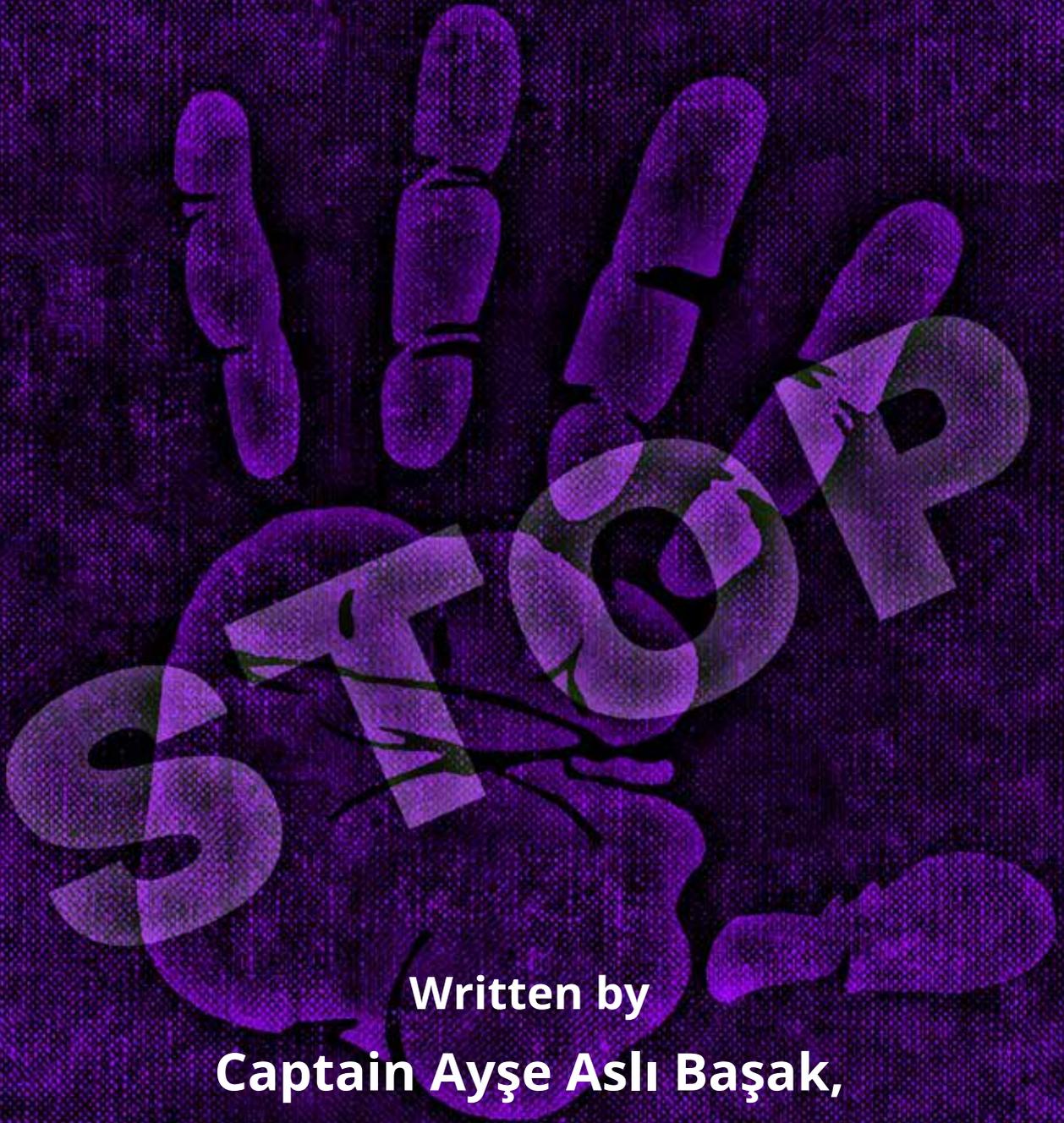


QUICK GUIDE ON HARASSMENT



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1. CATEGORIES OF HARASSMENT



PHYSICAL

- Physical abuse.
- Bullying & physical stalking.
- Harassment.
- Sexual harassment.



VERBAL

- Shouting.
- Unconscious bias.
- Swearing/ unprofessional language.
- Verbal sexual harassment.



PSYCHOLOGICAL

- Mobbing.
- Emotional abuse.
- Unconscious bias/discrimination.
- Demotivating/demoralising attitude.
- Financial abuse.
- Hierarchical abuse.



CYBER/DIGITAL

- Mobbing.
- Digital/ cyber abuse.
- Cyber stalking.

2. EXAMPLES OF HARASSMENT

WHAT IS PHYSICAL STALKING?

- Following you around or spying on you.
- Sending you unwanted emails or letters.
- Calling you often.
- Showing up uninvited at your house or work.
- Leaving you unwanted gifts.
- Damaging your property.
- Threatening you, your family, or pets with violence.
- Putting secret camera into cabin, property and watching.

WHAT IS HARASSMENT?

- Harassment is a form of discrimination which has the purpose or effect of violating the dignity of a person and of creating an intimidating, hostile, degrading, humiliating or offensive environment.
- Related to a protected characteristic (race, sex).
- Being treated less favourably due to gender reassignment or sex.

WHAT IS SEXUAL HARASSMENT?

- Being uncomfortably close to you.
- Blocking you from moving or walking away
- Inappropriate touching.
- Coercing you into sexual activity by threatening to hurt your career, grades, home, or reputation (this is a type of sexual assault) if you do not engage in sexual activity.
- Physically forcing into sexual activity without your consent (rape and sexual assault).
- Displaying or sharing sexual pictures, texts (sexting), computer wallpaper, or emails.
- Showing you his or her private body parts (called "flashing").
- Masturbating in front of you.

WHAT IS UNCONSCIOUS BIAS?

- Intersectionality - related to a protected characteristic e.g. race, religion, (un)favourable treatment.

WHAT IS DEMOTIVATING ATTITUDE?

- Being treated less favourably due to gender reassignment or sex.

WHAT IS FINANCIAL ABUSE?

- Stealing money, gender pay gap, sharing cash but not to women/men due to gender.

WHAT IS VERBAL SEXUAL HARASSMENT?

- Making comments about your clothing, body, behavior, or romantic relationships
- Making sexual jokes or comments.
- Repeatedly asking you out on a date after you have said no.
- Asking you to engage in sexual acts, such as kissing, touching, watching a sexual act, or having sex.
- Threatening you for saying no to a sexual request.
- Spreading rumors about your personal or sexual life.
- Whistling or catcalling.

WHAT IS DIGITAL/CYBER ABUSE?

- Repeated unwanted calls or texts.
- Harassment on social media.
- Pressure to send nude or private pictures (called "sexting").
- Bullying.
- Sending online links or photos with explicit or graphic sexual content.

WHAT IS CYBER STALKING?

- Sending unwanted, frightening, or obscene emails, text messages, or instant messages (IMs).
- Harassing or threatening you on social media.
- Tracking your computer and internet use.
- Using technology such as GPS to track where you are.



3. DEFINITIONS

PHYSICAL ABUSE

Physical abuse is when someone hurts or harms a child or young person on purpose. It includes: hitting with hands or objects, slapping and punching, kicking, shaking, throwing, poisoning, burning and scalding, biting and scratching.

BULLYING

Bullying is a form of harassment that includes hostile or vindictive behaviour, which can cause the recipient to feel threatened or intimidated. It results in a work environment in which a group of people or an individual may become threatened or intimidated because of the negative or hostile behaviour of another group of people or individual. Bullying may involve a misuse of power or position and is often persistent and unpredictable. It may be vindictive, cruel or malicious. However it can also arise when a person is unaware of the effect that their behaviour is having on other persons, or does not have any intention to bully.

STALKING

Stalking is unwanted and/or repeated surveillance by an individual or group toward another person. Stalking behaviors are interrelated to harassment and intimidation and may include following the victim in person or monitoring them causing kind of fear or anxiety.

HARASSMENT

Harassment is a form of discrimination which has the purpose or effect of violating the dignity of a person and of creating an intimidating, hostile, degrading, humiliating or offensive environment. Displaying or circulating offensive or suggestive material; Innuendo, mockery, lewd or sexist/racist/homophobic jokes or remarks; Use of offensive language in describing or making fun of someone with a disability etc. are some examples.

SEXUAL HARASSMENT

Sexual harassment is an unwelcome sexual advance, unwelcome request for sexual favours or other unwelcome conduct of a sexual nature which makes a person feel offended, humiliated and/or intimidated, where a reasonable person would anticipate that reaction in the circumstances.



SHOUTING/VERBAL ABUSE

Shouting or verbal abuse, where a person uses words to gain power and control over their colleagues. Verbal abuse can occur in different types of relationships, peer to peer, or in workplace relationships. In the case of relationships, it's particularly important to look at the difference between "normal" arguments, and verbal abuse. Shouting is a kind of 'Yelling' and mostly has blaming, manipulating nature.

UNCONSCIOUS BIAS

Bias is a prejudice in favor of or against one thing, person, or group compared with another usually in a way that's considered to be unfair. Biases may be held by an individual, group, or institution and can have negative or positive consequences. It is important to note that biases, conscious or unconscious, are not limited to ethnicity and race. Though racial bias and discrimination are well documented, biases may exist toward any social group. One's age, gender, gender identity physical abilities, religion, sexual orientation, weight, and many other characteristics are subject to bias.

SWEARING/UNPROFESSIONAL LANGUAGE

Swearing is to use bad or vulgar language to the colleagues in the workplace. When swearing is part of a verbal or physical attack on another coworker or supervisor, then it can be a valid reason to fire an employee or termination of contract.

VERBAL SEXUAL HARASSMENT

Verbal sexual harassment refers to any of the behaviors of sexual nature, including comments, touching, sending or posting photos and literature or requests (e.g. a supervisor asking an employee for sex or a date) that are said out loud either to a person directly, near them or about them. This can look like inappropriate sexual comments said about your appearance to colleagues, sexually suggestive emails sent to your work account and lewd requests for dates or sexual favors. All of these are a type of sexual harassment and are a violation of the victim's civil rights. (Jokes, Innuendos, Racial, Sexist or Homophobic Slurs, Name-Calling, Condescending Talk, Insults etc.)

MOBBING

Mobbing in the workplace is a kind of mass bullying, with collusion or active participation of the management. It is a group campaign of harassment and cruelty, conscious or unconscious, designed to undermine the confidence, impugn the competence, and undercut the effectiveness of certain employees.



MOBBING (CONTINUED)

Mobbing tactics may include: verbal aggression, stonewalling, exclusion, gossip and slander and physical aggression behaviors. Mobbing mostly happens due to professional jealousy, maintaining status quo, pushing out difficult or underperforming employees, driving out whistleblowers or personal reasons.

EMOTIONAL ABUSE

Emotional abuse is any type of abuse that involves the continual emotional mistreatment of a person. It's sometimes called psychological abuse. Emotional abuse can involve deliberately trying to scare, humiliate, isolate or ignore a person. Emotional abuse is often a part of other kinds of abuse, which means it can be difficult to spot the signs or tell the difference, though it can also happen on its own. (Blaming, humiliating, criticizing, threatening, ignoring etc.)

DISCRIMINATION

Discrimination is the act of making unjustified distinctions between human beings based on the groups, classes, or other categories to which they are perceived to belong. People may be discriminated on the basis of race, gender, age, religion, or sexual orientation, as well as other categories. Discrimination especially occurs when individuals or groups are unfairly treated in a way which is worse than other people are treated, on the basis of their actual or perceived membership in certain groups or social categories.

FINANCIAL/ECONOMIC ABUSE

Financial abuse involves a perpetrator using or misusing money which limits and controls their partner's/colleague's current and future actions and their freedom of choice. It can include using credit cards without permission, putting contractual obligations in their name, and gambling with assets. Economic abuse is wider in its definition than 'financial abuse', as it can also include restricting access to essential resources such as food, clothing or transport, and denying the means to improve a person's economic status (for example, through employment, education or training).

HIERARCHICAL ABUSE

Hierarchical structure of on-board jobs and shore based management operation jobs, it includes like a 'Mobbing' pressure from a senior role colleague to a low senior or rating role workers. Mostly includes psychological pressure, however it may result with a harassment or verbal abuse.



CYBER-MOBING

Cyber-mobbing is similar to cyberbullying except that it generally involves more than one person or online-aggressor. Cyber-mobbing is defined as a group of people ganging up on someone using tactics of rumor, innuendo, discrediting, isolating, intimidating, and above all, making it look as if the targeted person is responsible (victim blaming). Cyber-mobbing can be particularly distressing as it can make the victim feel as though everyone is against them and there's nowhere to turn. This is partially because it's difficult to tell who is instigating the attacks - the "ringleader" can sometimes be hidden behind the actions of multiple other people, leaving the victim unable to defend themselves from the lead bully.

CYBER-ABUSE/CYBER-BULLYING

Cyberbullying or cyber abuse is a form of bullying or harassment using electronic means. Cyberbullying and cyber harassment are also known as online bullying. It has become increasingly common, especially among young people, as the digital sphere has expanded and technology has advanced. Cyberbullying is when someone, bullies or harasses others on the internet and in other digital spaces, particularly on social media sites. Harmful bullying behavior can include posting rumors, threats, sexual remarks, a victims' personal information, or pejorative labels (i.e. hate speech). Bullying or harassment can be identified by repeated behavior and an intent to harm. Victims of cyber-bullying may experience lower self-esteem, increased suicidal ideation, and a variety of negative emotional responses including being scared, frustrated, angry, or depressed.

CYBER-STALKING

Cyberstalking is the use of the Internet or other electronic means to stalk or harass an individual, group, or organization. It may include false accusations, defamation, slander and libel. It may also include monitoring, identity theft, threats, vandalism, solicitation for sex, or gathering information that may be used to threaten, embarrass, or harass. Cyberstalking is often accompanied by real-time or offline stalking. Both are motivated by a desire to control, intimidate, or influence a victim. A stalker may be an online stranger or a person whom the target knows. They may be anonymous and solicit involvement of other people online who do not even know the target.



4. RESOURCES

<https://www.nspcc.org.uk/what-is-child-abuse/types-of-abuse/physical-abuse/>

<https://www.ncab.org.au/bullying-advice/bullying-for-parents/definition-of-bullying/>

<https://en.wikipedia.org/wiki/Stalking>

<https://www.herts.police.uk/Information-and-services/Advice/Stalking-and-harassment/What-is-stalking-and-harassment>

GUIDANCE ON ELIMINATING shipboard HARASSMENT AND BULLYING (ICS & ITF)

<https://mensline.org.au/family-violence/experiencing-violence/understanding-verbal-abuse/>

<https://diversity.ucsf.edu/resources/unconscious-bias>

<https://www.merriam-webster.com/dictionary/swear#:~:text=1%20%3A%20to%20use%20bad%20or,He%20swore%20them%20to%20secrecy.>

<https://www.linkedin.com/pulse/swearing-workplace-acceptable-mark-woolford/>

<https://conflictremedy.com/the-injury-of-mobbing-in-the-workplace/>

<https://smallbusiness.chron.com/workplace-intimidation-11868.html>

<https://www.nspcc.org.uk/what-is-child-abuse/types-of-abuse/emotional-abuse/>

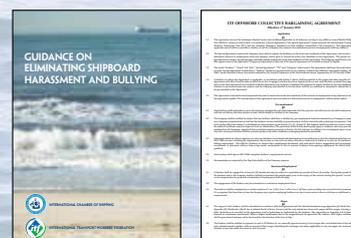
<https://en.wikipedia.org/wiki/Discrimination>

<https://www.womensaid.org.uk/information-support/what-is-domestic-abuse/financial-abuse/>

<https://www.stompoutbullying.org/blog/cyber-mobbing>

<https://en.wikipedia.org/wiki/Cyberbullying>

<https://en.wikipedia.org/wiki/Cyberstalking>



**DOWNLOAD THESE ADDITIONAL DOCUMENTS ON
[HTTPS://EUMARITIMEWOMEN.ORG/](https://eumaritimewomen.org/)**

5. ADDITIONAL INFORMATION

Diversity and Inclusion



Images courtesy of Sea Code - www.seacode.org

WHAT YOU NEED TO KNOW

This poster is part of our Diversity and Inclusion programme, please make sure you are fully aware of all our other policies and practices.

All of our seafarers have the right to work on board vessels where risks to their health, safety and wellbeing are properly considered and controlled. Diversity and Inclusion is about ensuring that you feel a sense of belonging to, and support from, this company, and that your identity/identities is (are) represented and valued within our culture. This poster aims to help you understand our policies and guidelines relating to Diversity and Inclusion in the workplace.

The Company is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination. To creating a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all and where individual differences and the contributions of all staff are recognised and valued.

The Company will also not tolerate any form of workplace violence. Workplace violence is considered to be any incident where a person is physically or emotionally attacked or threatened on board. It includes (but is not limited to): Any type of direct physical contact such as punching, pushing, tripping, spitting or blocking of someone's way; Any form of unwanted physical contact, sexual harassment and sexual violence.

WHAT IS WORKPLACE BULLYING?

Workplace bullying occurs when an individual or a group of individuals, repeatedly behaves unreasonably towards a worker, or a group of workers, and the behaviour creates a risk to health and safety. It includes both physical and psychological abuse.

Direct bullying occurs directly between the bully and the targeted victim. Direct bullying is typically overt and the victim knows the bullying is occurring. There is often no attempt from the bully to hide his or her identity

Direct bullying includes but is not limited to:

- Behaviour is directed at the victim
- Identity of the bully is usually known
- Bullying is apparent to the victim and witnesses
- Generally leaves tangible evidence

WHAT IS INDIRECT BULLYING?

Indirect bullying may consist of actions designed to inflict psychological harm on the targeted victim by damaging them:

- Reputation with peers
- Relationships with peers
- Self-esteem

Examples of indirect bullying may include, but are not limited to:

- Spreading rumours or gossip about the victim
- Telling peers to ignore or not be friends with the victim
- Sharing embarrassing photos or videos of the victim through technology or social media
- Leaving the victim out of something on purpose

WHAT EMPLOYEES MUST DO

The Company has a zero tolerance policy and its seafarers need to:

- Not to engage in harassment, bullying or workplace violence;
- Not to aid, abet or encourage others to engage in harassment, bullying or workplace violence;
- To behave in a responsible and professional manner and reporting if they observe it;
- Treat others in the workplace with courtesy and respect;
- Listen and respond appropriately to the views and concerns of others; and To be fair and honest in their dealings with others.

WHAT YOU MUST DO - ARE YOU EXPERIENCING BULLYING, HARASSMENT OR BEING SUBJECTED TO VIOLENCE?

Complaints of bullying, harassment and workplace violence will be taken seriously and will be handled in accordance with the Company's Grievance Handling Policy you can obtain a copy from

If you make a complaint about workplace bullying, harassment or violence it will be taken seriously and will be dealt with empathetically and in a confidential manner (except where the Company deems it is necessary to disclose information in order to properly deal with the complaint).

You will never be victimised or treated unfairly for making a complaint. If the claim is found to be substantiated, the Company will act in accordance with its Disciplinary & Termination Policy.

Please note that any worker found to have fabricated a complaint may be subject to disciplinary action under the Disciplinary & Termination Policy, up to and including termination of employment.

IF THERE IS A PROBLEM

Company DPA Contact Details

Company Alternative Contact

HELPLINES AND WEBSITES:

www.seafarerhelp.org - Free, confidential and available 24/7, all year round

www.seafarerswelfare.org/our-work/iswan-for-seafarers-app

www.salline.org.uk - Citizens advice for anyone who's ever worked at sea

www.saferwaves.org - Safer Waves offers support and information to merchant seafarers who have experienced sexual violence or gender discrimination while working at sea.

MENTAL HEALTH SUPPORT

www.icalhelpline.org - Professional counseling services

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