



Strategies to Prevent Unwanted Workplace Experience

Upon completion of your Organizational Assessment, you will identify areas requiring your attention. This paper will assist you with strategies to address negative behaviors pertaining to Unwanted Workplace Experience.

How Unwanted Workplace Experiences are measured on the DEOCS:

While under your current senior leader **and** within the last 12 months, did someone from your workplace:

- a. Repeatedly tell sexual “jokes” that made you uncomfortable, angry, or upset?
- b. Embarrass, anger, or upset you by repeatedly suggesting that you do not act like a man/woman is supposed to? *For example, if you are a male, being called “a fag, or gay”; if you are a female, being called “a dyke, or butch.”*
- c. Make repeated sexual comments about your appearance or body that made you uncomfortable, angry or upset?
- d. Make repeated attempts to establish an unwanted romantic or sexual relationship with you? *These could range from repeatedly asking you out for coffee to ask you for sex or a ‘hook-up’.*
- e. Intentionally touch you in a sexual way when you did not want them to? *This could include touching your genitals, breasts, buttocks, or touching you with their genitals anywhere on your body.*

Strategies

Provide clear and continuous communication that sexist behavior in any form will not be tolerated.

- Define: a sexual joke, a sexual comment, an unwanted sexual advance; and the effects it can have on a person, a team, and an organization. Help people understand the problem and its seriousness.
- Schedule frequent discussions allowing your members to express their concerns.
- Encourage members to immediately address all inappropriate behaviors either directly or indirectly to the offender.
- Acknowledge those individuals who speak up and intervene to eliminate sexual jokes, comments, or advances. Make speaking up a positive action/behavior.
- Emphasize (verbally and in written policies) that everyone will be treated with dignity and respect and any sexist behavior will not be tolerated.

Incorporate and promote social norms in your unit.

- Create an environment where everyone is responsible for themselves and their behaviors.
- Encourage the reporting of all forms of harassment.
- Establish a buddy system to encourage accountability.



- Discourage and actively stop any sexist behavior you observe.
- Encourage all members to speak up if they identify unwanted workplace experiences.
- Convey to personnel a desire to learn how your individual members are doing.

Reinforce the process for handling complaints.

- Educate all members on the behavioral differences (e.g., sexist behaviors, sexual harassment, and sexual assault) and the ways to address/report them. Do they understand the reporting processes?
- Conduct timely investigations (when appropriate), limiting information to those on a need to know basis.
- Protect members from being treated differently (ostracized) after an event.
- Look after the safety of the victim and the alleged offender.
- Provide all available resources to those affected and encourage them to seek the help they need or want.
- Follow up on all reports of harassment to ensure appropriate measures are taken to address the issues.
- Follow up with those who have been affected by the harassment; keep them informed of actions to address the inappropriate behaviors.

After an issue is resolved.

- Help members work through the emotions of the issue, anger, mistrust, disappointment..
- Employ team building methods to redevelop and reestablish team cohesion and rapport
- Help members rebuild and reestablish trust in leaders and team members.

Conduct another DEOCS as required.

- Validate DEOCS results by conducting focus groups, observations, and a records and reports analysis.
- Determine the source of sexist behaviors in the workplace and take positive actions to stop them.



Additional Resources:

Sexual Assault Prevention and Response (SAPR) Program
Department of Defense DIRECTIVE NUMBER 6495.01 January 23, 2012
Incorporating Change 2, Effective January 20, 2015

Sexual Assault Prevention and Response (SAPR) Program Procedures
Department of Defense DIRECTIVE NUMBER 6495.02 March 28, 2013
Incorporating Change 2, Effective July 7, 2015

Military OneSource <http://www.militaryonesource.mil/>
<http://www.sapr.mil/>
<https://www.safehelpline.org/>
www.deomi.org
<https://www.cdc.gov/violenceprevention/sexualviolence/index.html>

USCG

Sexual Assault Prevention and Response (SAPR) Program
COMDTINST M1754.10E

USMC

Sexual Assault Prevention and Response (SAPR) Program
MARINE CORPS ORDER 1752-5B
MARINE CORPS ORDER 1000.9A

USN

Sexual Assault Prevention and Response (SAPR) Program
OPNAVINST 1752.1C

USAF

Sexual Assault Prevention and Response (SAPR) Program
AIR FORCE INSTRUCTION 90-6001 Incorporating Change 1,

USA

Sexual Assault Prevention and Response (SAPR) Program
Army Regulation 600-20 CH 7, 8

Additional Reading

Army SHARP Guidebook

<http://www.preventsexualassault.army.mil/>

USN/USMC Commander's Quick Reference Legal Handbook Jan 2015

<http://www.hqmc.marines.mil/>

The Airmen Handbook 1 October 2015

http://static.e-publishing.af.mil/production/1/af_a1/publication/afhandbook1/afhandbook1.pdf

USCG Command Toolkit

<http://www.dcms.uscg.mil/Our-Organization/Assistant-Commandant-for-Human-Resources-CG-1/Health-Safety-and-Work-Life-CG-11/Office-of-Work-Life-CG-111/Sexual-Assault-Prevention-and-Response-Program/>

