

What can you do if you are sexually harassed at work?

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If you, or someone else, is in immediate danger you should call the police on 000. If there is no immediate danger but you or someone else needs police assistance, phone 131 444.

What to do if you are sexually harassed at work

There is no one right way to respond to sexual harassment, just like there is no wrong way to respond. We all react to stress and trauma differently.

Remember, if you are sexually harassed at work, it is not your fault.

If you are sexually harassed at work there are a number of things you can do, on your own, or with help from others. Some of the things you can do:

- Remove yourself from the situation by logging off your device, hanging up the phone, or walking away.
- **Call the police** on 000 if you feel unsafe. You can also call the 24/7 Police Assistance Line on 131 444 to report a crime.
- Ask for help from your co-workers, manager, friends, or family members.
- **Seek professional help** from a counselling service or helpline.

- Keep a record of what happened, when and where it happened, who was involved and
 anything else you think may be important, in case you wish to make a complaint or
 report (now or at a later date). If the harassment occurred on the phone or social
 media, consider taking screenshots as evidence of the harassment.
- Ask for advice about your workplace rights: There are government and nongovernment organisations that can provide you with free advice about workplace sexual harassment, including your options for making a complaint. For more information, see 'Seeking advice'.
- **Make an internal complaint or report** to management or human resources (as outlined in your workplace's relevant policy or procedure, if they have one).
- Make a complaint or report to a government agency: There are independent organisations that can accept complaints of workplace sexual harassment, such as the Australian Human Rights Commission or your state or territory's human rights/antidiscrimination agency. For more information see 'Reporting workplace sexual harassment'.
- **Apply for a 'stop sexual harassment' order** from the <u>Fair Work Commission</u> if you think the workplace harassment is likely to continue and you are still in the same workplace. The Commission can order that the sexual harassment at work stop, an apology be made or that support or training in the workplace is provided.

It is up to you to decide what you want to do, based on what you feel is best for you.

Organisations that can help

The organisations listed here can provide free, confidential support and advice.

If you need an interpreter, call the Telephone Interpreter Service (TIS) on 131 450.

If you are deaf and/or find it hard hearing or speaking with people who use a phone, the National Relay Service (NRS) can help you. For support options visit the <u>National Relay Service website</u>.



Counselling and mental health services

Workplace sexual harassment can have significant impacts on the health and wellbeing of any person who experiences or witnesses it. You can access a range of free support services:

1800RESPECT offers confidential counselling and support, 24/7.

Phone: 1800 737 732 Website: <u>1800respect.org.au</u>

• Lifeline offers 24-hour crisis support and suicide prevention services.

Phone: 13 11 14 Website: <u>lifeline.org.au</u>

• 13Yarn offers 24/7 culturally safe crisis support for Aboriginal and Torres Strait Islander people.

Phone: 13 92 76 Website: <u>13yarn.org.au</u>

Mensline offers free confidential counselling and support for men.

Phone: 1300 78 99 78 Website: mensline.org.au

Headspace provides support to young people aged between 12 and 25 years.

Phone: 1800 650 890 Website: headspace.org.au

 Your GP can provide you with advice and referrals to support services to suit your needs.



Seeking advice about your workplace rights and how to make a complaint

Sometimes it can be hard to know where to go for help and how to make a complaint. You can contact any of the following services for free, confidential advice related to workplace sexual harassment:

 The Australian Human Rights Commission's free and confidential National Information Service can provide information and referrals in relation to workplace sexual harassment.

Phone: 1300 656 419 Email: infoservice@humanrights.gov.au

Website: humanrights.gov.au

Your local Community Legal Centre can provide options for free legal help.

To find your local centre: clcs.org.au/findlegalhelp

- Working Women's Centres provide information, advocacy, support and advice to women on work related issues (available in QLD, NT, SA only). To find the centre in your state or territory: www.org.au//index.php?page=contact-us.
- The Australian Unions Support Centre provides free and confidential assistance about workplace issues.

Phone: 1300 486 466 Email: help@actu.org.au

Website: <u>support.australianunions.org.au</u>

• The Fair Work Commission can provide information about your workplace rights and can issue a stop sexual harassment order.

Phone: 1300 799 675 Website: <u>fwc.gov.au</u>

Reporting workplace sexual harassment

The agencies listed here can receive complaints related to workplace sexual harassment. They each have different functions and powers to address workplace sexual harassment. If you would like more information about

which avenues may be best suited to your circumstances and desired outcomes, you can seek advice from one or more of the contacts listed under 'Seeking advice'.

The police

If you, or someone else, is in immediate danger you should call the police on 000

If you believe the workplace sexual harassment you have experienced involves criminal conduct, including actual or attempted sexual assault, you can report the matter to police.

The Police Assistance Line operates 24 hours a day, 7 days a week and allows the reporting of a crime over the phone with the information being made immediately available to your local police. You can call the service on 131 444 and find further information on the website: aic.gov.au/contact-us/report-crime.

Human rights, anti-discrimination or equal opportunity agencies in your state or territory

These agencies can investigate reports about human rights breaches and discrimination, including workplace sexual harassment:

The Australian Human Rights Commission (National body)

Phone: 1300 369 711 Email: infoservice@humanrights.gov.au

Website: humanrights.gov.au

The ACT Human Rights Commission

Phone: (02) 6205 222 Email: human.rights@act.gov.au

Website: hrc.act.gov.au

Northern Territory Anti-Discrimination Commission

Phone: 1800 813 846 Email: antidiscrimination@nt.gov.au

Website: adc.nt.gov.au

Anti-Discrimination New South Wales

Phone: 1800 670 812 Email: complaintsadb@justice.nsw.gov.au

Website: antidiscrimination.nsw.gov.au

Queensland Human Rights Commission

Phone: 1300 130 670 Email: enquiries@ghrc.gld.gov.au

Website: qhrc.qld.gov.au

SA Office of the Commissioner for Equal Opportunity

Phone: (08) 7322 7070 Email: OCEO@sa.gov.au

Website: eoc.sa.gov.au

Equal Opportunity Tasmania

Phone: 1300 305 062 Email: office@equalopportunity.tas.gov.au

Website: equalopportunity.tas.gov.au

Victorian Equal Opportunity and Human Rights Commission

Phone: 1300 292 153 Email: enquiries@veohrc.vic.gov.au

Website: <u>humanrights.vic.gov.au</u>

WA Equal Opportunity Commission

Phone: 1800 198 149 Email: eoc@eoc.wa.gov.au

Website: wa.gov.au/organisation/equal-opportunity-commission

Fair Work Commission

If you have been treated unfairly or punished by your employer because you reported sexual harassment, you may be able to make a complaint to the Fair Work Commission. In certain circumstances, they also have the power to issue a 'stop sexual harassment order' to try to stop the harassment from continuing. For more information or to check your eligibility, contact the Fair Work Commission.

Phone: 1300 799 675 Website: fwc.gov.au

Fair Work Ombudsman

The Fair Work Ombudsman is Australia's national workplace relations regulator. It provides employees and employers with information and advice about workplace entitlements and obligations.

The Fair Work Ombudsman can provide employees and employers with general information about protections from sexual harassment, prevention and managing sexual harassment in the workplace.

Phone: 13 13 94 Website: <u>fairwork.gov.au</u>

Work Health and Safety (WHS) regulators

Everyone has the right to be safe at work. Your employer has a responsibility to provide you with a safe working environment. The which is working environment. You can also contact your WHS regulator if you feel you have been treated unfairly, or punished, because you raised concerns about workplace sexual harassment.

You can find your state or territory's WHS regulator on the Safe Work Australia website: www.safeworkaustralia.gov.au/law-and-regulation/whs-regulators-and-workers-compensation-authorities-contact-information

For more information:

The Respect@Work website provides free information about workplace sexual harassment. To find out more, visit respectatwork.gov.au