



Sexual Harassment - No excuse card

What is Sexual Harassment?

Sexual harassment is defined as “unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offence or humiliation, when such conduct interferes with work, is made a condition of employment or creates an intimidating, hostile or offensive work environment.”

SH can be physical, verbal or written, visual or gestures.

It can take the following forms:

- Sexual comments or jokes – in person, via e-mail or social media.
- Displaying images of a sexual nature.
- Sharing of sexual messages or images to colleagues through whatsapp, emails, text or social media.
- Staring or leering in a sexually suggestive manner or wolf whistling.
- Inappropriate touching, such as pinching, massaging, patting or unwanted hugging.
- Unwelcome sexual advances or pressure to meet at work or outside the work environment.
- Implicit or explicit reference to currying sexual favours in return for specific assignments, job security, or promotions.
- Any form of physical sexual assault.
- It may be a pattern of behaviour or a single incident.
- It may occur between people of the opposite or same sex.

Key messages on SH:

- UNEP has a zero tolerance policy for SH. It is a misconduct and there is no excuse for it.
- Victims of SH have a right to support and assistance in a timely and sensitive manner.
- SH may occur outside the workplace as well as inside during and outside office hours.
- UNEP Personnel should treat all colleagues with courtesy and respect and be aware of how their behaviour may be perceived.
- While colleagues can have a romantic relationship, supervisors and subordinates should avoid having romantic relationships as this can affect the work relationship.

Filing a formal report

UNEP Personnel are obliged to report SH. Formal reports can be made by anyone even a bystander. A formal report can be filed anonymously.

Speak up if you feel that you have been sexually harassed

Depending on the nature of the behaviour and the impact caused, you may be able to address the matter directly with the person concerned.

Contact any of the following to file a formal report:

- ▶ Office of Internal Oversight Services OIOS)-[OIOSHotline](#) (+ 1 212 963 1111 (24 hours a day))
- ▶ Executive Director
- ▶ A supervisor, a manager
- ▶ Conduct and Discipline Focal Point at Corporate Services Division/Legal Unit
- ▶ Corporate Services Division/HR
- ▶ Office of the Ombudsman and Mediation Services unoms@un.org
- ▶ Staff Counsellor peninah.irungu@un.org

Protection against retaliation

Anyone who reports sexual harassment is protected against victimisation or retaliation under ST/SGB/2017/2 Protection against retaliation for reporting misconduct and for cooperating with duly authorized audits or investigations.

Reports for retaliation should be submitted to the UN Ethics Office
unethicsoffice@un.org