## Sexual harassment & Bullying

## **Sexual harassment**

In NIRAS we do not tolerate sexual harassment and encourage all people through transparency to actively participate in preventing and avoiding sexual harassment. No one should put up with sexual harassment.

If someone feels sexual violated, the problem is to be taken seriously. To carry out sexual harassment is unprofessional, illegal and can be considered as misconduct in regard to the terms of employment.

Sexual harassment is any form of unwanted verbal, nonverbal, or physical behaviour with sexual undertones with the purpose or result of violating a person's dignity, namely by creating a threatening, hostile, derogatory, humiliating or uncomfortable atmosphere.

Respect that we as people have different limits to when something becomes violating

Cultural backgrounds play a key role in the perception of violating or offensive behaviour.

If you experience or witness any form of sexual harassment or bullying, then please reach out to your Manager or HR in NIRAS on: <u>harassment@niras.dk</u>. All information is treated confidentially.

## Bullying

Bullying between colleagues cannot be accepted in NIRAS. It results in a bad psychological working environment and can hurt the victim on short and long term. It is unacceptable to bully or to have knowledge of bullying without intervening.

We expect everybody to pay attention to tendencies towards bullying, and that we all through an open dialogue actively participate in preventing and avoiding bullying.

It is bullying when a person repeatedly over a certain period is subject to negative, derogatory or hurtful treatment by one or several persons in the workspace.

Whereas the actions are an expression of heedlessness or an actual wish to harass or bully is without relevance, as it is the victim's experience of these actions that are the main issue.

Together we create an environment and a tone that underline our values. Take responsibility for each other and be open and honest. Listen for signals and stop tendencies towards bullying.

