



# Safer Spaces

CREATING SEXUAL HARASSMENT FREE WORKPLACES  
IN BC'S TOURISM AND HOSPITALITY INDUSTRY

## ACCEPTABLE WORKPLACE BEHAVIOUR

### Acceptable/Non-acceptable behaviour at the workplace

Providing clear expectations about what is acceptable workplace behaviour and what is not will provide clarity to all workers and reduce potential incidents of sexual harassment. It will also help to foster an inclusive, equitable workplace environment where all feel welcome and a sense of belonging.

Different people will have different beliefs about what is acceptable and what is not acceptable in a workplace setting. The following are examples of acceptable and unacceptable behaviours at work.

#### Acceptable

- Working well as part of a team or group
- Being friends with co-workers
- Showing respect for others and respect for individual differences
- Accepting of a wide variety of viewpoints
- Being polite and helpful toward co-workers
- Providing constructive performance feedback in a positive manner when asked

#### Not Acceptable

The following behaviors are not acceptable in the workplace, but may not necessarily be harassment on their own:

- Getting in someone's personal space or unwanted physical touch
- Conversations of a sexual nature
- Using an element of diversity as an insult (ie: you are so gay; you are so mental; typical woman)
- Unwanted nicknames for co-workers, such as "sweetie", "hon" or "babe" or abbreviating a co-worker's name without permission
- Spreading rumours or gossip
- Offensive jokes or body language/gestures
- Profanity
- Social exclusion
- Belittling opinions or constant criticism
- Spying or stalking