

Am I being harassed at work reflection tool

This tool aims to help you reflect on behaviours you are experiencing in the workplace, and to help you determine whether they fall within the [NHSScotland Workforce Bullying and Harassment Policy](#)¹. This is for personal use and does not form part of the formal process.

Any of the behaviours can be by individuals or a group (mobbing), using verbal, non-verbal, written or electronic communications.

These should be related to one or more of the following protected or personal characteristics:

- age (covers all age groups)
- disability (mental and physical health)
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race (colour, nationality, ethnicity, national origins).
- religion or beliefs
- sex / gender
- sexual orientation
- other personal characteristics such as trans identities including non-binary, carers responsibilities, physical appearance

Using the scale of 1 to 5 please indicate how often you have experienced the following behaviours within the last 6 months.

Never 1	Now and then 2	Monthly 3	Weekly 4	Daily 5
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How often are you experiencing:	1	2	3	4	5
offensive Jokes, banter and comments					
ostracising / "freezing out", ignoring and staring					
patronising comments and remarks					
mimicking					
use of derogatory terms					
inappropriate personal questions / comments					
belittling or patronising comments / nicknames					
assault or other non-accidental physical contact, including disability aids					
the display, sending or sharing of offensive letters, publications, objects, images or sounds					
graffiti					
offensive comments about your appearance or clothing					
deliberate and consistent behaviours which demonstrate a non-acceptance of aspects relating to a protected or personal characteristic(s) e.g. failure to use requested gender pronoun for a transitioning individual					

In addition other specific behaviours may be attributed to sexual harassment or stalking, these may also be criminal acts.

Sexual Harassment

- indecent exposure
- sexual assault
- unwelcome sexual advances, propositions or pressure for sexual activity, continued suggestions for social activity within or outside the workplace, after it has been made clear that such suggestions are unwelcome
- suggestions that sexual favours may further a colleague's career or refusal may hinder it e.g. promotions, salary increases etc
- leering, whistling or making sexually suggestive comments or gestures, innuendoes or lewd comments

Stalking

- persistent attempts to make contact with an employee, for example through email telephone, social media or on behalf of a third party
- following, watching or photographing an employee
- repeated sending of overly personal, malicious or threatening messages to a person

References

¹ NHSScotland Workforce Bullying and Harassment Policy

<https://workforce.nhs.scot/policies/bullying-and-harassment-policy-overview/>