

► Working together for a culture of respect

Code of conduct for prevention of all forms of violence and harassment at ILO events

Purpose

1. The ILO is committed to ensuring a culture of mutual respect, a working environment free from any form of violence and harassment, and to enabling events at which everyone can participate in an inclusive, respectful, and safe environment.
2. ILO events are guided by the highest ethical and professional standards, and all participants are expected to behave with integrity and respect towards all participants attending or involved with any ILO event.
5. The Code of conduct is not legal or prescriptive in nature. It supplements, and does not affect, the application of other relevant policies, regulations, rules, and laws, including laws regulating the premises in which the ILO event takes place and any applicable host country agreements.

Applicability

3. The Code of conduct applies to any ILO event, which shall include meetings, conferences and symposia, assemblies, receptions, scientific and technical events, expert meetings, workshops, exhibits, side events and any other forum organized, hosted or sponsored in whole or in part by the ILO wherever it takes places, and any event or gathering that takes place on ILO premises.
4. The Code of conduct applies to all participants at ILO events, including tripartite constituents, ILO staff, stakeholders and all persons attending or involved in any capacity in an ILO event. The ILO or other entity responsible for an ILO event commits to implementing the Code of conduct.

Prohibited conduct

6. The term “violence and harassment” in the world of work refers to a range of unacceptable behaviours and practices, or threats thereof, whether a single occurrence or repeated, that aim at, result in, or are likely to result in physical, psychological, sexual or economic harm, and includes gender-based violence, sexual exploitation or abuse, and harassment.
7. For the purpose of this Code, prohibition of all forms of violence and harassment includes discrimination against a person based on race, national or ethnic origin or extraction, social origin, colour, religion, political opinion, age, gender, gender identity and expression sexual orientation, physical ability and appearance, union affiliation, marital status, family status or responsibilities, disability or personal health status and any other reason.



Examples of physical, verbal, and psychological violence in an event setting, include but are not limited to:

- pushing and shoving;
- intentional abuse of power relations, offensive behaviour to humiliate or undermine an individual or groups;
- aggressive language, profanity, shouting and threats.

Examples of harassment in an event setting, include but are not limited to:

- excluding or isolating a person from professional activities without reason or legitimate authority;
- persistent negative comments to a person or group, including rumour, gossip and ridicule, quid pro quo.

Examples of sexual exploitation, abuse, or harassment in an event setting, but are not limited to:

- deliberate and unsolicited physical contact or unnecessarily close physical proximity;
- sexually oriented comments or gestures about the body, appearance;
- sexually explicit jokes or proposition and showing or displaying sexually explicit content;
- comments, questions, or insinuations about a person's private life;
- hostile environment in an event setting leading to sexual harassment;
- persistent invitations to social activities after the person made it clear they are not welcome;
- any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially, or politically from the sexual exploitation of another;
- actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions, such as rape.

Complaint process

8. A participant who feels that they have been subjected to violence and/or harassed by any participant, including tripartite constituents, ILO staff, stakeholders and all persons attending or involved in any capacity in an ILO event, may report the matter to the organizer of the event or relevant security authority. A participant who witnesses such violence or harassment should also make such a report to the relevant ILO staff members and security in charge of receiving complaints or by contacting any of the following general services for guidance and support:

Human Resources Department: oneill@ilo.org

Mediator: mediator@ilo.org

Staff Welfare Officer: menes@ilo.org

Medical Service: medical@ilo.org

Staff Union: syndicat@ilo.org

9. At each ILO event, in addition to the general support services listed above, information will be provided to participants concerning the ILO staff members and security authorities who are responsible for receiving complaints and ensuring that action is taken in response. Such reporting shall have no effect on any applicable rules and procedures that may apply in the ILO or to other personnel. The organizer of the ILO event shall maintain the confidentiality of all communications received from participants reporting violence or harassment grievances and will be expected to take appropriate action in accordance with the applicable policies, regulations and rules.

Examples of appropriate action may include, but are not limited to:

- undertaking a fact-finding exercise;
 - requesting the perpetrator to immediately stop the offending behaviour;
 - suspending or terminating the perpetrator's access to the ILO event or refusing registration at future ILO events, or both;
 - conveying the complaint to any investigative or disciplinary authority with jurisdiction over the person accused of harassment;
 - conveying a report to the employer or entity with jurisdiction over the person accused of violence or harassment for appropriate follow-up action, including national authorities where appropriate.
10. The victim of alleged violence or harassment may also seek help from other relevant authorities, such as the police, bearing in mind the applicable legal framework.
 11. A participant should never knowingly make a false or misleading claim about prohibited conduct.

Prohibition of retaliation

12. Threats, intimidation, or any other form of retaliation against a participant who has made a complaint or provided information in support of a complaint are prohibited. The ILO will take any reasonable appropriate action needed to prevent and respond to retaliation, in accordance with its applicable policy, regulations and rules.