

Accountability in Managerial Action 2023

Prevention of Harassment and Sexual Harassment



IAEA

International Atomic Energy Agency

Outline and Learning Objectives

- Scenario-based training to discuss key challenges and best practices

- Scenario on Sexual Harrasment
 - i. Consider how senior staff can handle issues more effectively
 - ii. Key take-aways
 - iii. Relevant framework provisions

Scenario

- a) Review scenario
- b) Consider
 1. What did the manager/s get right or not?
 2. What would you have done differently?
- c) Feedback and discussion

Prevention of Sexual Harassment

Key Take-aways



Take Responsibility

- Managers set the tone, both through active (i.e., role modeling) as well as passive behavior (failing to address a brewing problem).
- As a senior manager, you can delegate authority but not responsibility. If you become aware of a problem, ensure that it has been effectively addressed.

Be Informed

- Monitor the work environment and if you become aware of issues, do not delay action.
- Understand sexual harassment is a broad range of behaviors and can happen in different environments.
- Refer to Code of Conduct, Core Values and managerial expectations outlined in Appendix E to guide you in addressing negative behavior.

Act with Integrity

- Identify and address improper behaviors immediately and reiterate the required standards.
- An early response is more likely to be fair and proportionate than a response to the most recent incident that seeks to remedy the entire situation.
- Be prepared to advise staff on the resources available to them. When in doubt, seek early MTHR support.

Summary

- As managers, we are expected to:
 - a) Take responsibility
 - b) Be informed
 - c) Act with integrity
- Resources are available to support you in performing this role.

Resources

Function	Go to for ...	Not suitable for ...
Managers Supervisors are responsible for providing their staff members with regular feedback and guidance	<ul style="list-style-type: none"> • Advice on how to uphold Agency values • Advice and support in addressing workplace conflicts • Advice on where to go for further information/assistance 	<ul style="list-style-type: none"> • Assessment of medical or psychological issues • Formal investigation into allegations of misconduct
MTHR	<ul style="list-style-type: none"> • Advice on how to uphold Agency values • Advice and support in addressing a situation of potential harassment • Assistance with informal conflict resolution, including engaging a mediator • Submitting a written report with respect to misconduct • Advice on where to go for further information/assistance 	<ul style="list-style-type: none"> • Assessment of medical or psychological issues • Investigation into allegations of misconduct
Medical Services	<ul style="list-style-type: none"> • Advice and tools to promote physical and mental health • Occupational health recommendations • Referral to Staff Counsellor and/or outside specialist • First aid and emergency care during working hours 	<ul style="list-style-type: none"> • Receiving formal reports of misconduct • Resolving grievances among staff or engaging in mediation
Office of Legal Affairs	<ul style="list-style-type: none"> • Provides legal advice and support to the Secretariat, including OIOS, MTHR and Chief of Ethics, on the Agency's administrative/legal framework 	<ul style="list-style-type: none"> • Individual consultation on workplace conflicts or grievances
Office of Internal Oversight Services	<ul style="list-style-type: none"> • Advice on the whistle-blower policy • Submitting a written report with respect to misconduct 	<ul style="list-style-type: none"> • Informal conflict resolution
Staff Council	<ul style="list-style-type: none"> • Advice and support in addressing workplace conflicts, including through informal resolution • Requesting a staff representative to represent your interests during preliminary attempts to find a solution 	<ul style="list-style-type: none"> • Receiving formal reports of misconduct • Investigation into allegations of misconduct
Staff Counsellor	<ul style="list-style-type: none"> • Advice and support in addressing psychosocial well-being, including concerns related to any form of harassment or misconduct • Assistance in dealing with work-related stress and conflicts 	<ul style="list-style-type: none"> • Receiving reports of misconduct • Resolving grievances among staff or engaging in mediation
Chief of Ethics	<ul style="list-style-type: none"> • Confidential advice and guidance on compliance with ethics standards and on specific regulations, rules, procedures and practices • Protection against retaliation for reporting misconduct or cooperating with audit or investigations¹ 	<ul style="list-style-type: none"> • Receiving formal reports of misconduct • Resolving grievances among staff or engaging in mediation • Advice on legal challenges to administrative decisions regarding employment
UN Security	<ul style="list-style-type: none"> • Appropriate action in respect of actual and threatened emergencies in the VIC, including accidents, crimes or disturbances • To investigate occurrences within the VIC 	<ul style="list-style-type: none"> • Receiving formal reports of misconduct



¹ Relevant provisions of administrative/legal framework are being revised to accommodate the new role of the Chief of Ethics in this regard

Resources



[Respectful Workplace \(sharepoint.com\)](https://sharepoint.com)

The screenshot displays the "InSite" SharePoint site interface. At the top, a blue navigation bar contains the site name "InSite" and a search icon. Below the navigation bar, a menu lists: Home, News & events, Work processes, Staff info, Organization, and My Favourites. The main content area is divided into two sections. On the left is a video player showing a 3x3 grid of nine participants in a virtual meeting. The video player includes a play button, a progress bar at 0:00 / 1:21, and volume and full-screen controls. On the right is a grid of nine resource tiles, each with a white icon on a dark grey background and a text label below it:

- Conflict Resolution (Icon: two people)
- Policies & Guidance (Icon: document)
- Misconduct (Icon: speech bubble with exclamation mark)
- Building Civility and Respect (Icon: group of three people)
- Speak Up! (Icon: megaphone)
- Seeking Support (Icon: hands holding a shield)
- Managers Corner (Icon: pencil writing on a notepad)
- Training (Icon: graduation cap on a laptop)
- News & Events (Icon: person at a presentation board)