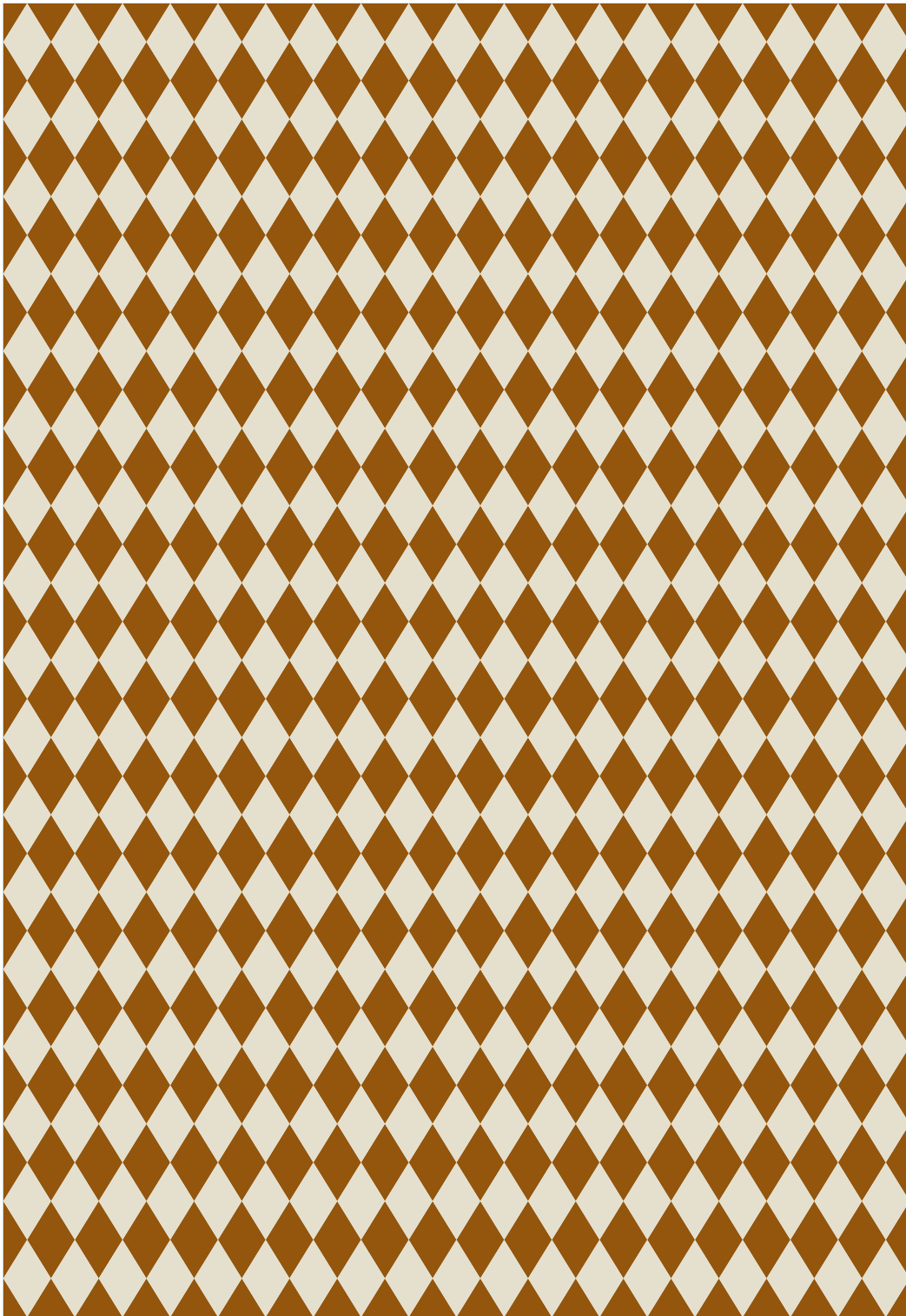


Guide to discrimination, harassment and victimisation for students at the School of Economics and Management

LUND UNIVERSITY SCHOOL OF ECONOMICS AND MANAGEMENT





Introduction

Lund University, the School of Economics and Management and the LundaEkonomerna students' union safeguard human dignity and freedom, equal value among human beings and human rights. The work to promote gender equality, equal opportunities and diversity at the School of Economics and Management is a condition for achieving a better work and teaching environment, for both employees and students.

By integrating the work on gender equality, equal opportunities and diversity as a natural part of our daily work duties, we can create an attractive workplace where everyone can thrive and develop by being offered the same conditions for career opportunities, personal development and study.

In compliance with Lund University's core values, the School of Economics and Management and the LundaEkonomerna students' union have zero tolerance for discrimination and other forms of victimisation.

The aim of the present document is to:

- Inform people about what discrimination, harassment and other forms of victimisation are.
- Provide support and guidance regarding what can be done in a situation when someone feels victimised.

At the end of the document, there are relevant contact details and links.

The guide has been produced by the School of Economics and Management together with the Lundaekonomerna students' union.

What does the law say?

The seven grounds for discrimination are: These are the seven grounds for discrimination identified by the Discrimination Act. They do not cover all forms of bullying, psychological violence, social exclusion, etc. but only define the cases in which the nature of the harassment actually breaks the law. In cases where people feel victimised for reasons other than those covered by the law's grounds for discrimination, they can still get help to change the situation.

- Gender
- Ethnicity
- Religion or other belief
- Functional disability
- Sexual orientation
- Transgender identity or expression
- Age

Definition of discrimination, harassment and other forms of victimisation

Discrimination: when an individual is treated less favourably than someone else is treated, has been treated or would have been treated in a comparable situation, if this disadvantage is associated with the legal grounds for discrimination.

Direct discrimination: that someone is disadvantaged by being treated less favourably than someone else is treated, has been treated or would have been treated in a comparable situation. Both action and inaction can be considered unfavourable treatment.

Indirect discrimination: when an individual or a group is disadvantaged by the application of a provision, a criterion or a procedure that appears neutral.

Structural discrimination: when certain rules, norms, routines, approaches and behaviours that occur in organisations and other social structures systematically discriminate against certain groups of people.

Instructions to discriminate: when people in management positions encourage a person within the organisation to disadvantage someone else.

Victimisation: recurrent reprehensible or distinctly negative actions which are directed against individual employees in an offensive manner and can result in those employees being placed outside the workplace community.

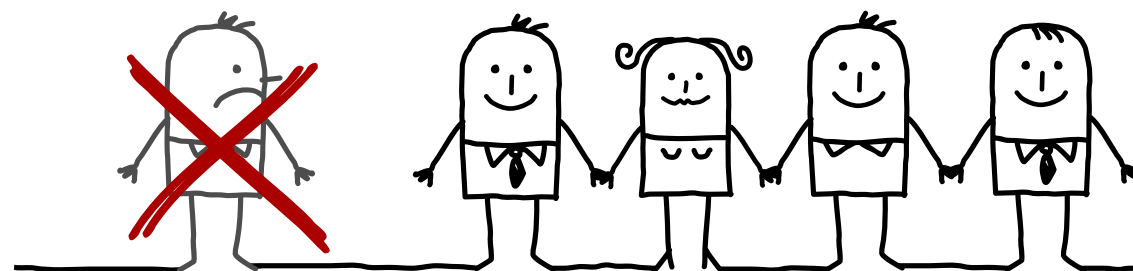
Harassment: conduct that violates a person's dignity and that is associated with one of the legal grounds of discrimination. Unlike victimisation, harassment can be limited to a single occurrence.

Reprisals: when someone is punished or victimised on the grounds that he or she has reported a case of discrimination or harassment.

Examples in everyday life

Everyday examples of concrete actions that show a lack of respect for personal integrity and which, when they are associated with the grounds for discrimination, can be classed as discrimination or victimisation.

- If someone treats you differently because of your gender.
- If someone calls you "slut", "bitch", "whore", "pussy", "poof", "retard", "wog" or any other disparaging term.
- If someone puts up pictures, notes or symbols with a racist, homophobic or sexist meaning or message.
- If someone disparages you as a person with a disability.
- If someone paws you or otherwise exposes you to unwelcome sexual references.
- If someone writes disparaging comments about you on social media, such as Facebook, Instagram or Twitter.
- If you are systematically ridiculed or ignored.



The experience

It is important to point out that it is the intent that decides whether an action is to be considered discrimination or not. Instead, it is how that action is perceived by the recipient that defines discrimination, victimisation or harassment. It is everyone's responsibility to think about how to behave respectfully to one another.

EXAMPLE

Emma and Carolina are often exposed to verbal sexual invitations from one of their male fellow students and he often "happens" to touch them when they pass in the corridor. Emma is offended and is afraid that this behaviour will only get coarser over time. She is considering reporting her fellow student for sexual harassment. Carolina thinks the guy is an idiot and she tells him several times to stop, but she is not thinking of reporting him. Emma and Carolina chose to handle the situation in different ways, but irrespective of their reaction the fellow student must learn to show respect to those around him.

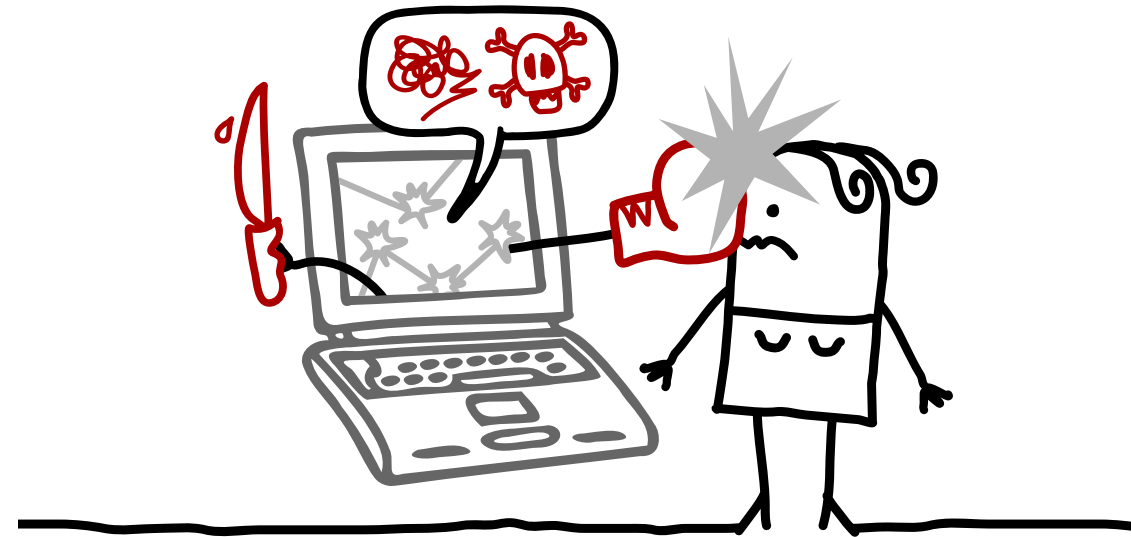
Benjamin and Mary are two African American students from the USA who are studying in Lund. They join one of the students' unions in order to make Swedish friends. At one of the union parties, a few ethnic Swedes have dressed up as the Jackson Five, including blackface. Benjamin is shocked and offended by the lack of respect for his family's history and surprised as such behaviour would never be accepted at an American university. He decides to report the incident. Mary thinks the prank is tasteless but is content to merely leave the union. One of the students who dressed up is Benjamin and Mary's friend Johan. He is surprised by his friends' reaction

and tries to explain that he and the others had no intention to offend anyone with their behaviour. They just thought it was a bit of fun. Benjamin, Mary and Johan's experience of the incident is different. Within the student union, they have to consider that with an increasingly multicultural society and with increasing numbers of international students, there will necessarily be a new frame of reference for what is 'humour' and they must find a way to socialize where everyone can have fun together without any disrespect to anybody.

Not all experiences take place face to face. Many cases of harassment occur on social media instead, and they are equally serious.

EXAMPLE

Ali is from Egypt and works as a lecturer. He is more appreciated by some students and less by others. Some of the students who don't like Ali's way of teaching use the anonymity of the internet to harass him. The electronic course evaluations contain personal attacks which have nothing to do with Ali's role as a lecturer. On Facebook, a rumour is spread about how he has different values as an Arab and a Muslim man which lead to him trying to coerce Swedish students into sexual relationships. On Twitter the students deride him for



his difficulties in speaking Swedish. Ali feels bad but finds it difficult to identify those who are harassing him and is therefore unable to report them. Whether or not Ali can press charges he has been the victim of discrimination and we all have to recognize that also that which is written in social media is part of our everyday lives.

We all need to think about what we can do to support people exposed to discriminating behaviour and to create a study environment in which everyone feels respected. Whether you are a student or an employee, you can make it clear what you consider acceptable behaviour.

EXAMPLE

Karin is sitting with her fellow students working, the banter is usually 'crude but hearty' but recently she has noticed that the jokes are

getting coarser than usual. A while ago, Per, a student who identifies himself as homosexual, began studying on the programme and now the gay jokes are raining down. When Karin tells her fellow students that they are disrespectful, she is told that "people have to be able to take a joke", but for Karin this is not OK. She continues to protest and when more and more of her fellow students understand that irrespective of their intentions they are discriminating against, the tone of the conversation improves.

For the sake of clarity, it should be said that temporary differences in opinion, conflicts and problems in collaborative relationships should usually be considered normal phenomena, to be solved for example through discussion and respect for other people's right to their opinion.

The risk increases when ...

The risk of victimisation, discrimination and harassment increases in the presence of one or several of the following phenomena:

- Difficulties in influencing one's own situation
- Too much stress or too little stimulation at work
- Abuse of power in any form
- Competition or envy which entails excessive monitoring of one another

Signals

Be on the lookout for the following signals, which could be a sign of the presence of victimisation, discrimination and harassment:

- Repeated complaints about an individual or a work situation (looking for scapegoats)
- Someone appearing to be excluded from the workplace community
- Someone who is increasingly absent, neglecting their studies (increased sick leave)



Who is responsible and where should students turn to report discrimination?

The Vice-Chancellor of Lund University has the overall responsibility for the work environment (which includes the grounds for discrimination). The direct responsibility is delegated to the dean and heads of department of the School of Economics and Management. In addition, all employees and students at Lund University are responsible for contributing to a positive study and work environment.

When a student feels exposed to discrimination, offence, victimisation or harassment, it is important that everyone knows how to proceed and which employees the student can turn to. Whether a formal or informal report should be made should be assessed on a case by case basis. The most important thing is to get the unwelcome behaviour to cease.

It is only the person exposed to the behaviour who can determine whether or not an offence or harassment has taken place. The person is to be able, however, to point out what caused the feeling of offence and/or harassment.

INFORMAL CASE MANAGEMENT

If you feel that you have been the victim of discrimination, you are entitled to seek advice, support and guidance with regard to discrimination, harassment and victimisation without needing to file a formal complaint. You are welcome to contact the study advisors or directors of studies of the School of Economics and Management. All of them have a duty of confidentiality and will only take action if you wish them to do so.

You can also contact your students' union (LundaEkonomerna), the Student Health Service or the student representative at Lund

University. As a victim, you are entitled to immediate help and support.

FORMAL COMPLAINT

If an informal complaint is considered inadequate, a formal complaint can be filed, for example by the alleged victim. Anyone within the University who becomes aware of a student being exposed to harassment, discrimination or other forms of victimisation is to investigate the circumstances of the alleged harassment and, where appropriate, take the necessary measures to prevent a recurrence of the behaviour.

A formal complaint can be made both in writing and orally and is to be communicated to the Legal Division, Lund University.

The complaint is to include an account of what happened, the names of those involved and the workplace or study programme to which the person or persons belong. Disciplinary measures can be taken against students who subject another student or an employee of the University to harassments or sexual harassment as defined in the Discrimination Act.

The measures may not be taken later than two years after the incident.

ADVICE TO THOSE WHO FEEL THEY HAVE BEEN EXPOSED

If you feel exposed to discrimination, victimisation or harassment – don't delay asking for help. The University will treat you with respect. This is treatment that you are entitled to and which the University has an obligation to provide, just as it has an obligation to work for a study and work environment that is free from discrimination, harassment and victimisation.

ADVICE TO STUDY ADVISORS, DIRECTORS OF STUDIES AND HEADS OF DEPARTMENT

It is important for all those involved that the harassment should cease as rapidly and smoothly as possible. The following are examples of recommendations:

- Don't wait – begin at once – and base your approach on the experience of the victim
- Talk/listen first to the person who feels victimised
- Document the main elements in the sequence of events
- Adopt an objective and problem-solving approach
- Do not deny or hide the existence of a problem
- Provide support to the victim and offer support contact
- Refrain from blaming or judging
- Do not allow the opinions of many to become the rule or the prevailing version
- Take the situation seriously and show respect so that the person who feels victimised is a participant in the remedial process
- Have a confidential interview with the alleged victim
- Have a confidential interview with the alleged perpetrator
- In case both parties agree you can have a conversation with them both together
- Take all such complaints extremely seriously and never wait to take action
- If the situation involves threats or violence, contact Lund University's security service
- Allow both parties to give their own version of what has happened. Be careful to show respect for both parties – but clearly distance yourself from any offensive behaviour of various kinds
- In addition to psychological support, advice to the victim/s also includes discussion of active measures. A follow-up conversation with both the victim and the perpetrator can be held and is recommended
- If an informal procedure does not help or if the offensive behaviour is of a serious nature a formal complaint must be filed. The responsibility for this rests with the relevant head of department
- Choose the formal procedure if there is a complaint (oral or in writing) or if an informal procedure is deemed insufficient.



Contact information and links

SCHOOL OF ECONOMICS AND MANAGEMENT

Directors of studies or study advisors at each department

LUNDAEKONOMERNA (STUDENTS' UNION)

Vice-President: v.president@lundaekonomerna.se

Social welfare officer: social@lundaekonomerna.se

STUDENT HEALTH SERVICE

Website: www.lunduniversity.lu.se/student-health

STUDENT REPRESENTATIVE AT LUND UNIVERSITY STUDENTS' UNIONS

Sandgatan 2 (AF building), 4th floor

studentombud@lus.lu.se

