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Practices Around Workplace Harassment
What BELA Workplace Harassment Survey Results Revealed

Live Webcast | December 6, 2018

Before We Get Started

- Today's presentation and recording will be provided via email after the webcast

- BELA members can access the materials directly from the resources center on the members site

- Please submit questions via the chat function on the left-hand side of your screen

Speakers

Tish Clyde
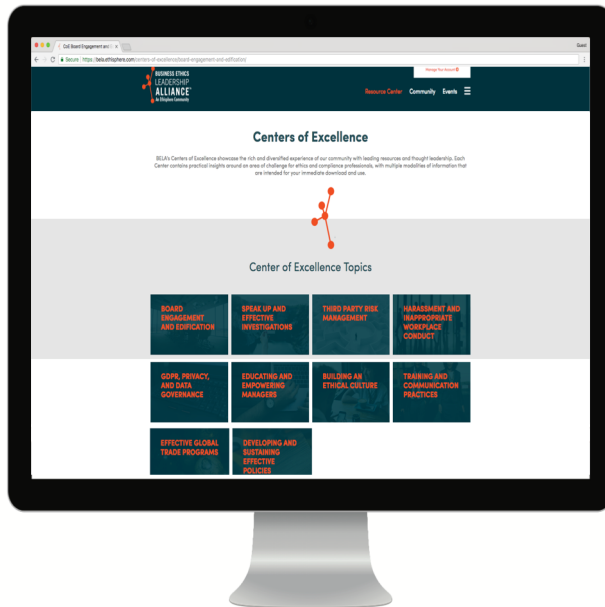VP Global Employment Counsel
Nokia

Erica Salmon Byrne
EVP, Executive Director, Business
Ethics Leadership Alliance
Ethisphere Institute

Today's Agenda

- Why This Topic?

- Survey Methodology

- Fair Employment Policy Practices

- Tracking Workplace Harassment

- Harassment Reporting and Investigation

- Preventing Harassment Training Practices

Why This Survey?

Bloomberg

Business
**Wall Street Rule for the #MeToo Era:
Avoid Women at All Cost**

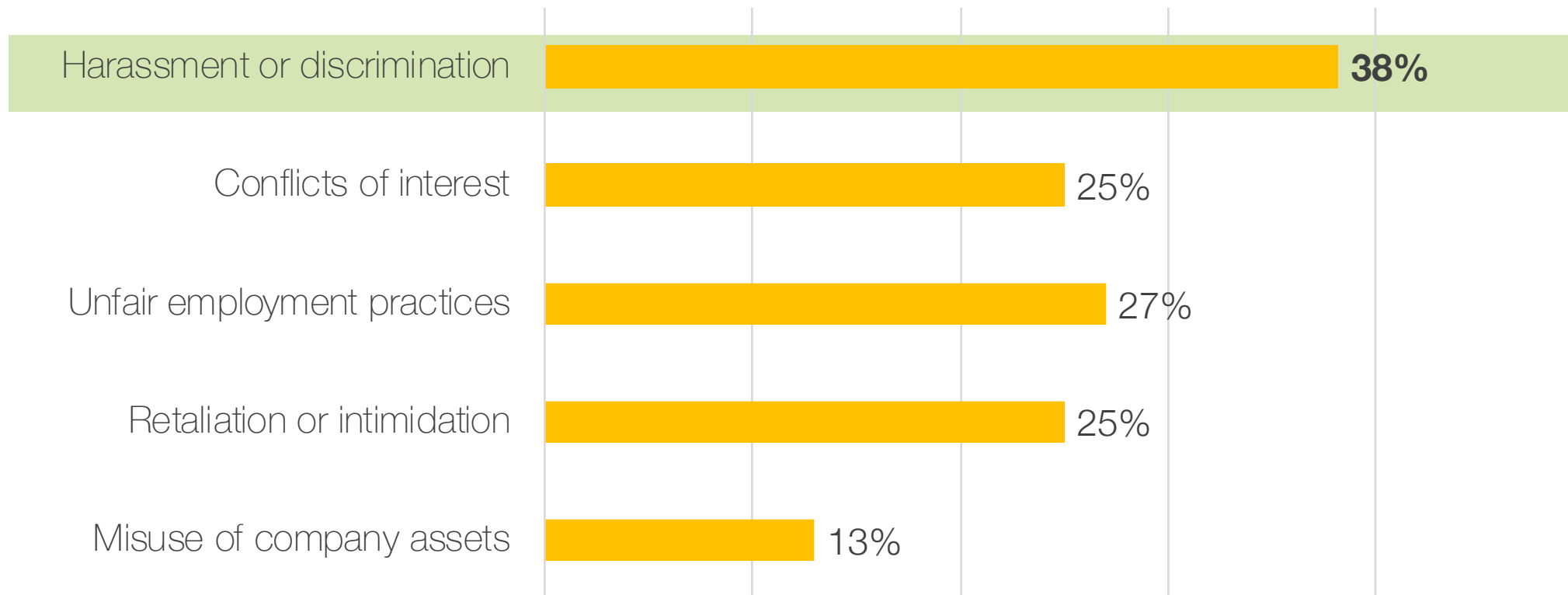By Gillian Tan and Katia Porzecanski

#MeToo Brought Down 201
Powerful Men. Nearly Half of
Their Replacements Are Women.

By AUDREY CARLSEN, MAYA SALAM, CLAIRE CAIN MILLER, DENISE LU, ASH NGU, JUGAL K. PATEL and ZACH WICHTER UPDATED Oct. 29, 2018

- Last fall, the #metoo movement emerged in the United States as a media/entertainment focused conversation (to start)

- It quickly spread to all sectors, leaving organizations to determine how to respond. Many reviewed and updated policies, launched communications, or looked at training practices

- Responsibility for harassment-related investigations and tracking is shared at many organizations, making trend data hard to come by

- This survey was born out of that combination at the request of the BELA community

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Why This Survey?

"Which type of misconduct did you observe:"

Harassment or discrimination	**38%**
Conflicts of interest	25%
Unfair employment practices	27%
Retaliation or intimidation	25%
Misuse of company assets	13%

*Data from Ethisphere's CQ Database N=21,371

Ethisphere's Workplace Harassment Dataset

112
Useable responses received

71%
Are publicly traded organizations

74%
Have more than 10,000 employees

This survey was open to all BELA members from August 28 – November 2, 2018

Fair Employment Policy

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80%
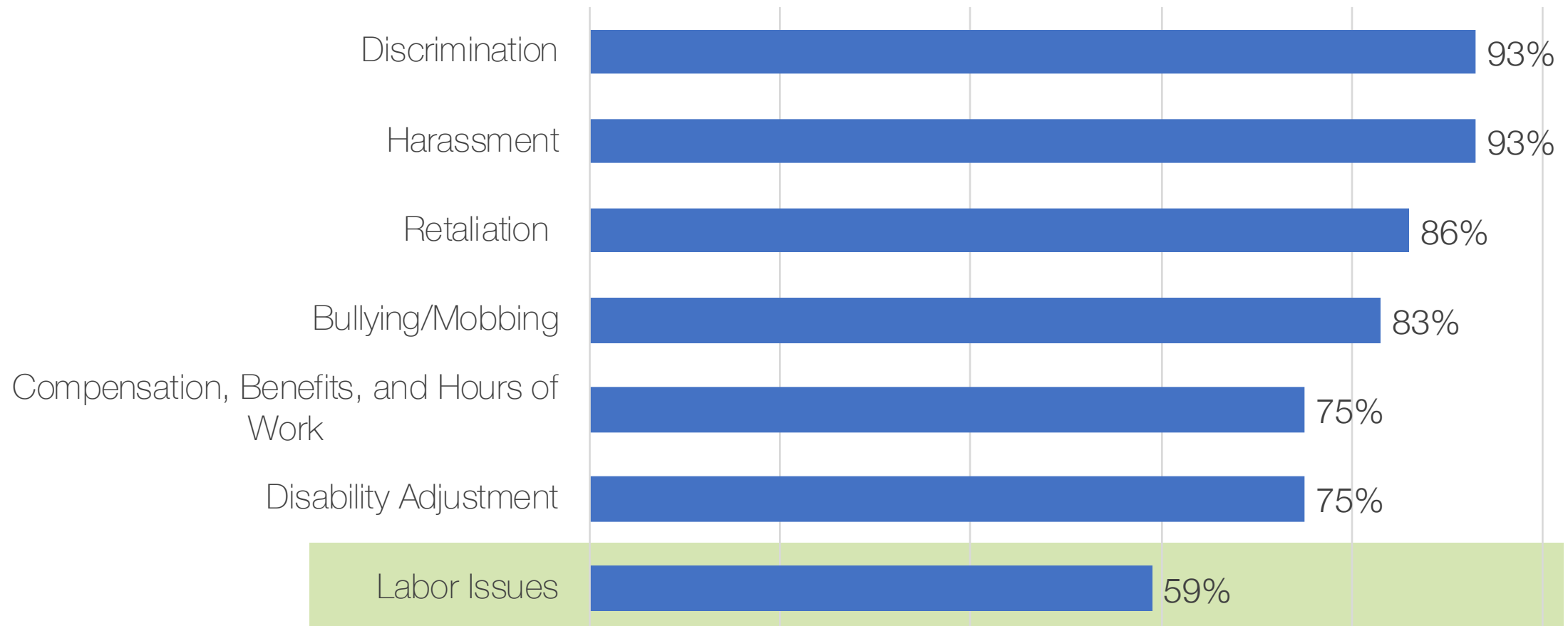Of participants maintain a stand-alone policy on Fair Employment Practices

98%
Of which specifically address harassment (sexual harassment)

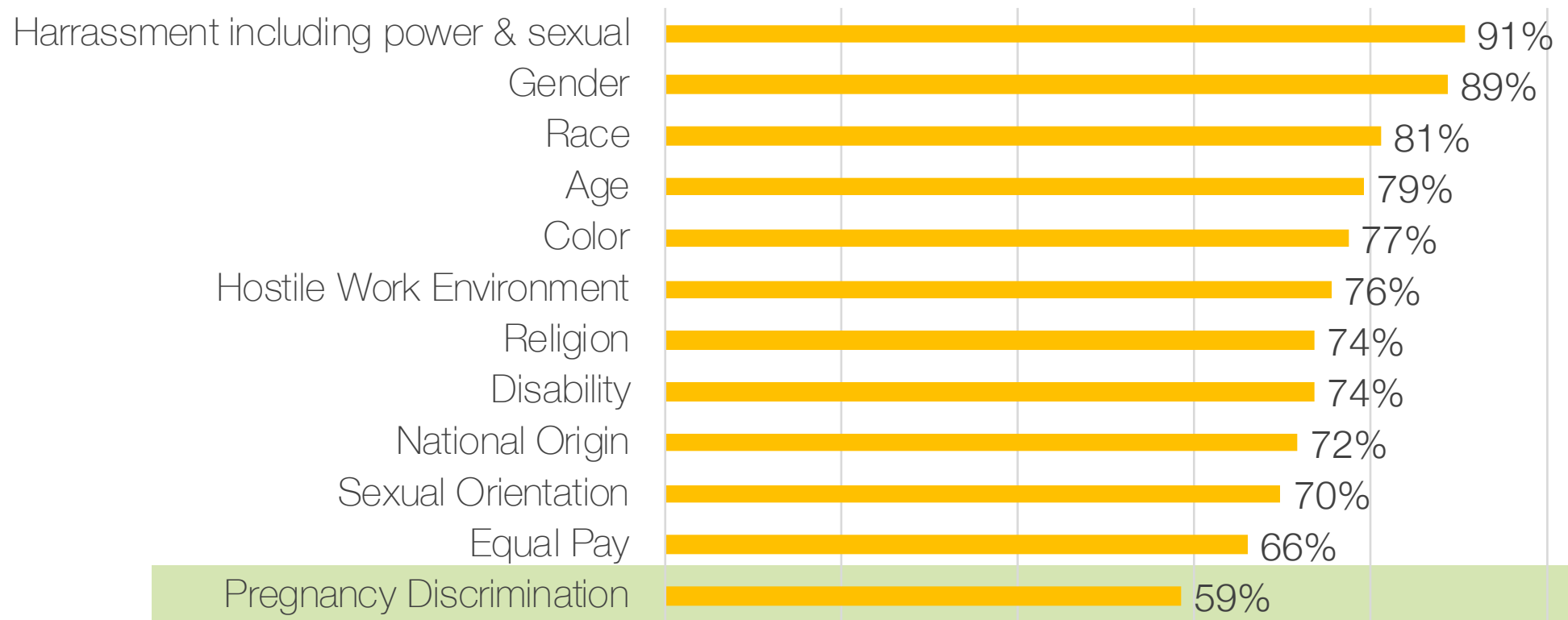**What makes for a good written policy?**

Tracking Harassment Issues

"What categories of Fair Employment concerns (or complaints) are specifically tracked by your company?"
(Multiple Select)

Category	Percentage
Discrimination	93%
Harassment	93%
Retaliation	86%
Bullying/Mobbing	83%
Compensation, Benefits, and Hours of Work	75%
Disability Adjustment	75%
Labor Issues	59%

Tracking Harassment Issues

"Does the company track the following "discrimination" sub-categories?"*(Multiple Select)*

Category	Percentage
Harrassment including power & sexual	91%
Gender	89%
Race	81%
Age	79%
Color	77%
Hostile Work Environment	76%
Religion	74%
Disability	74%
National Origin	72%
Sexual Orientation	70%
Equal Pay	66%
Pregnancy Discrimination	59%

Resources for Reporting Misconduct

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"Please indicate the resources or tools available for reporting misconduct and raising concerns at your company." (Multiple Select)

| Reporting Mechanism	Percent
Open door policy for in-person reporting to direct supervisors	96%
Third party-maintained hotline	92%
Open door policy for in-person reporting to senior/executive management	89%
Exit surveys or interviews	79%
Web-based reporting tool located on the company intranet site	77%
Web-based reporting tool accessible online and available to the general public	73%
Company-wide reporting email account	62%
In-house hotline	33%
Ombudsperson	21%
Live chat functionality	14%
Reporting via text message	10%
App or mobile-specific reporting tool or platform	10%
Dedicated fax line	8%

Fair Employment Reports

"What percentage of total cases reported constitute "Fair Employment" matters?"

| 18.20% | 27.30% | 11.40% | 20.50% | 22.70% |

■ 1-5%   ■ 6-15%   ■ 16-25%   ■ 26-45%   ■ >45%
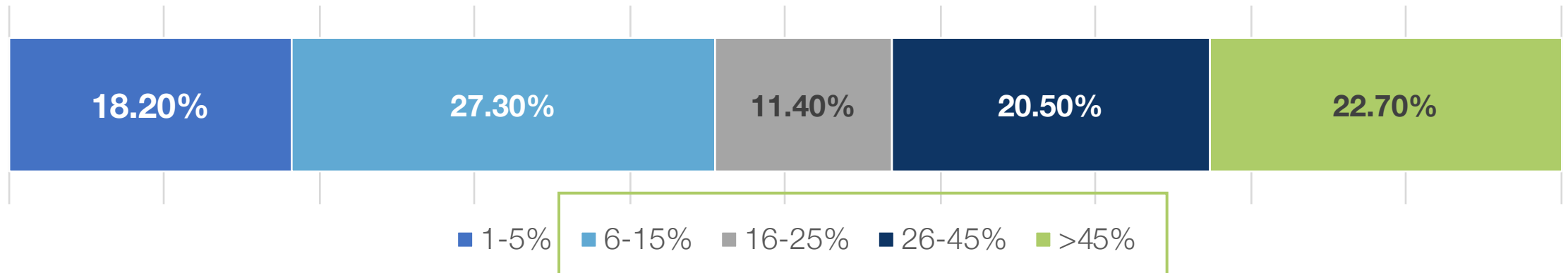
"What percentage of harassment cases reported involve some form of sexual harassment, including sex orientation harassment claims?"

| 58.70% | 13.00% | 8.70% | 13.00% | 6.50% |

■ 1-5%   ■ 6-10%   ■ 11-15%   ■ 16-35%   ■ >35%
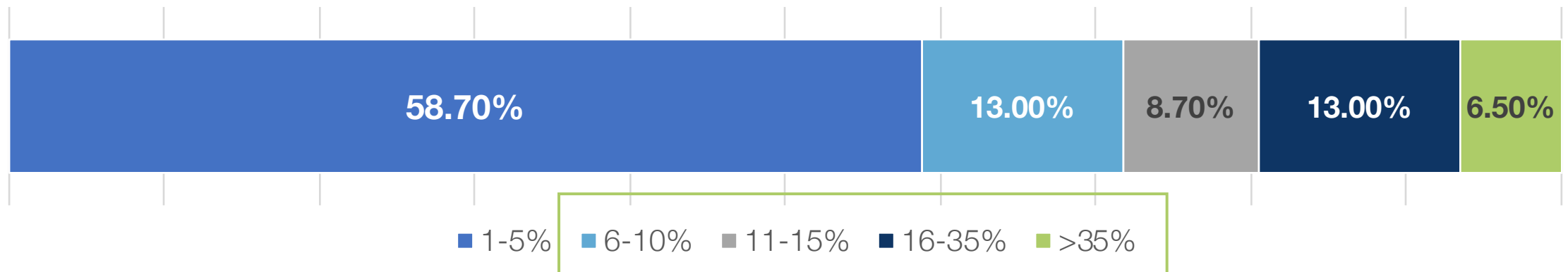
Fair Employment Reports

"If your Company tracks the following categories of cases, please specify what percentage of claims relate to:"

- Our company does not track either category of cases — 60%
- Sexual orientation — 41%
- Power harassment — 19%
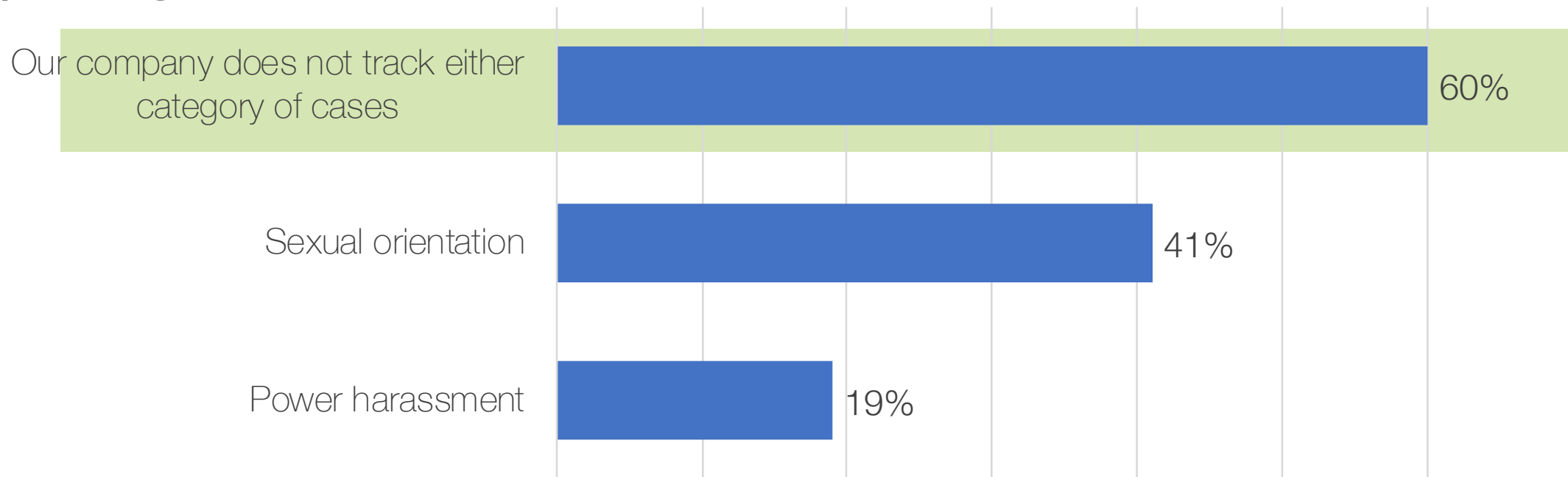
What are you missing by _not_ tracking these specific categories?

Ownership of Harassment Claims

"Which function investigates claims relating to harassment?"

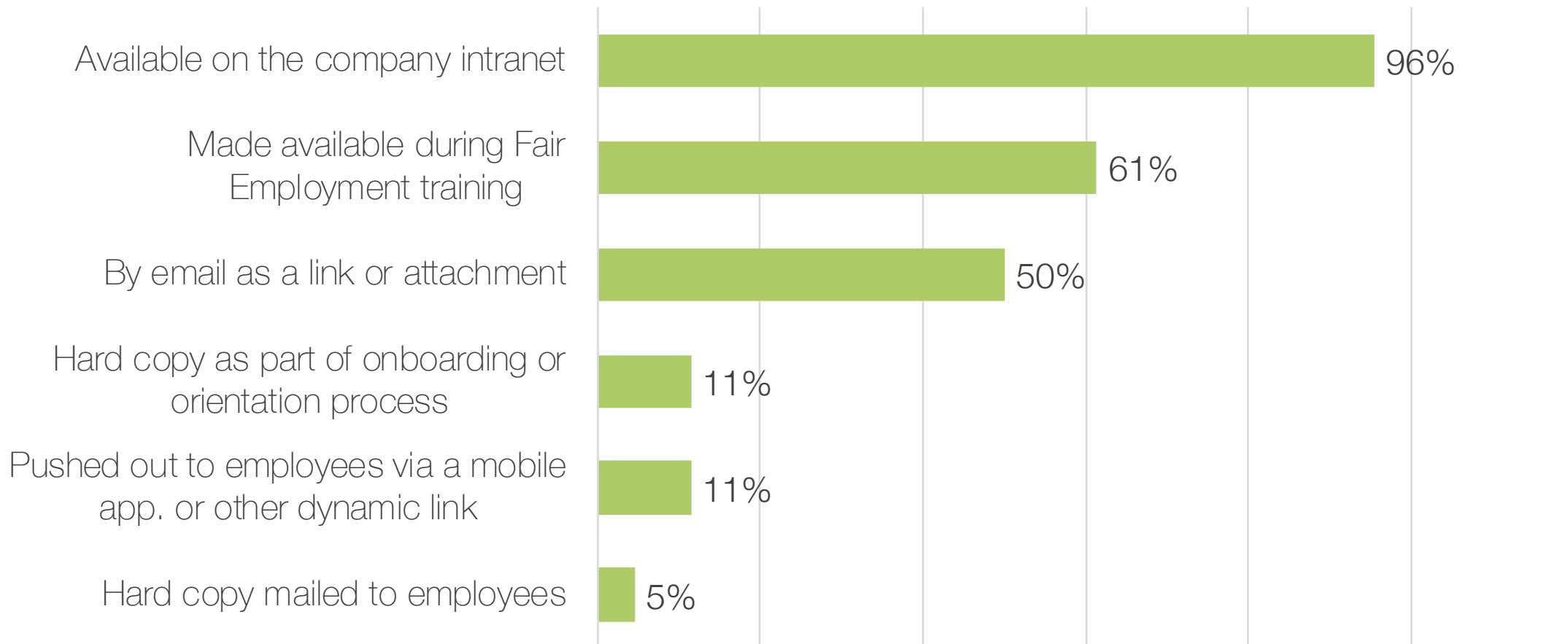| Function	Percentage
HR	70%
Compliance	13%
Legal	11%
Others	7%
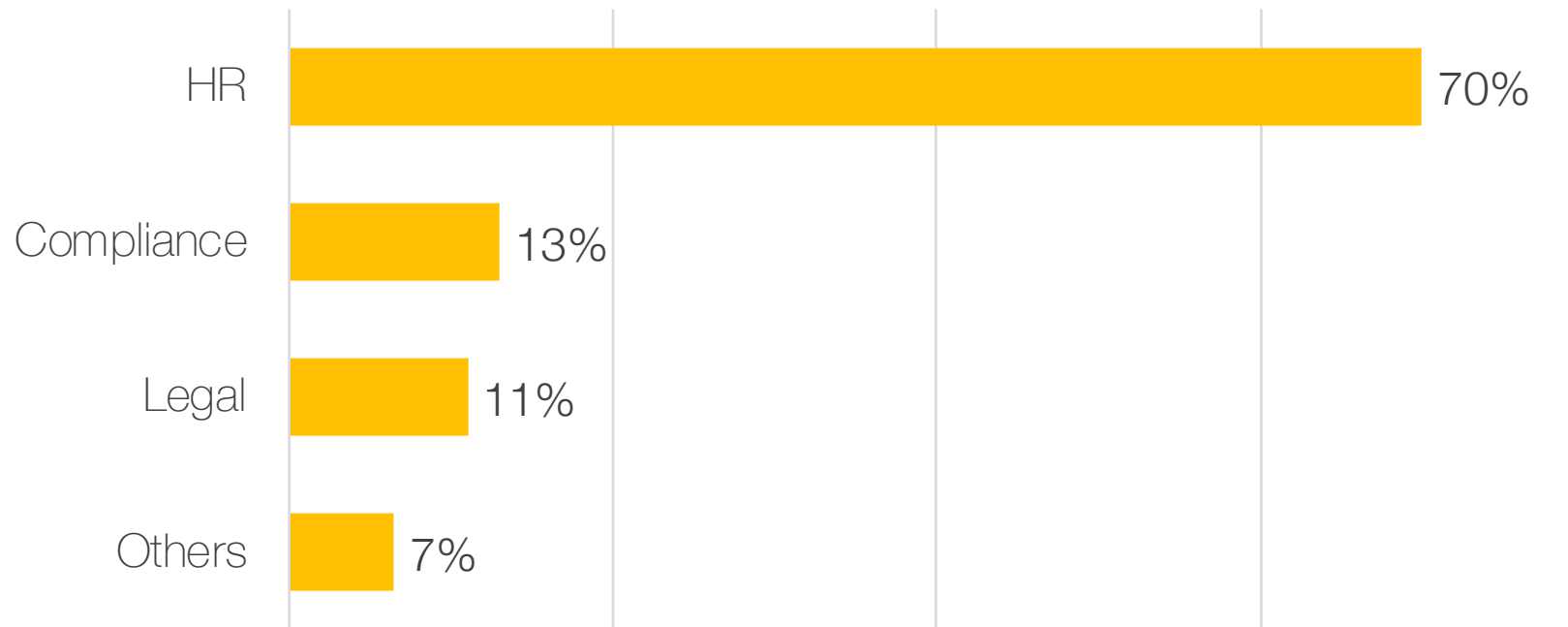
80%
Of participants indicated observing an increase rate of reported sexual harassment concerns since the rise of the "#Metoo" movement

How do you run joint investigations?

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Policy on Preventing Sexual Harassment

"How is the policy on prevention of sexual harassment communicated to employees?"*(Multiple Select)*

Category	Percentage
Available on the company intranet	96%
Made available during Fair Employment training	61%
By email as a link or attachment	50%
Hard copy as part of onboarding or orientation process	11%
Pushed out to employees via a mobile app. or other dynamic link	11%
Hard copy mailed to employees	5%

Harassment Prevention Training

Deployment of harassment prevention training as part of documented periodic training initiatives (Multiple Select)

86%	16%	12%
Training is mandatory for all employees globally	Training is mandatory for managers only	Training is available to all employees on a voluntary basis

How are you training your managers?

Communicating with Employees

"Which communication mechanisms (aside from formal training programs) does your company use to communicate information regarding Fair Employment Practices?(Multiple Select)

Communication Modality	Percent
Emails	78%
Company e-Bulletin/newsletter	67%
Printed and/or electronic information materials (such as brochures, guidebooks, posters, wallet cards, table tents and/or checklists)	67%
Intranet portal dedicated to compliance and ethics	62%
Company-wide initiatives or programs	56%
Senior executive meetings	49%
Periodic compliance "road show" or site visit by compliance	47%
Town hall meetings	44%
Ethics blog or intranet forum	36%
Interactive scenarios, games, quizzes and/or vignettes	36%
Video/dedicated internal TV channel	24%
Periodic, company-wide kick-off meetings	18%
Mobile-friendly material (optimized for mobile usage)	16%
Podcasts	11%
Facebook, Twitter, or other social media platforms	9%

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Thank You

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