



ONLINE

GENDER EQUALITY AND DIVERSITY

# DESIGNING EFFECTIVE WORKPLACE POLICIES AGAINST VIOLENCE AND HARASSMENT

A BLUEPRINT FOR RESPECTFUL AND SAFE WORK ENVIRONMENTS

26 FEBRUARY – 22 MARCH 2024

 4 WEEKS, 20 HOURS

*Information Note*



International  
Labour  
Organization



International Training Centre

## OVERVIEW

Violence and harassment at work are a threat to the dignity, security, health and well-being of everyone, affecting not only workers and employers, but also their families, communities, economies and society at large. In June 2019, through the adoption of ILO Convention no. 190 and Recommendation no. 206, the global community made it clear that such phenomenon cannot be tolerated, and the world of work needs to be equipped to put a stop to it.

- Where to begin when designing a workplace policy against violence and harassment?
- What are the key ingredients to align with the principles enshrined in ILO Convention No. 190 and Recommendation No. 206 and international good practices?
- How to turn the policy into practice - assessing and managing risks, setting up committees, investigating complaints, training staff, supporting victims, monitoring data and so on?
- What are the emerging practices and success stories?

This hands-on e-workshop aims to provide participants with practical knowledge and tools for action.

## WHAT

In this learning journey you will explore and assess key ingredients for a workplace policy on violence and harassment that is aligned with international good practices, and be guided to use them to design a policy that works for you and your organization.

Key topics are:

- C. 190 and R. 206: core principles, scope and main provisions, and application at the workplace level;
- Which way to go: policies, declarations, codes of conducts;
- Key ingredients for prevention and protection, and emerging practices;
- Key ingredients for enforcement and remedies, and emerging practices;
- Key ingredients for guidance, training and awareness-raising, and emerging practices;
- Roll-out and implementation of the policy: elements of action planning;
- Monitoring and evaluation: data collection, KPIs and follow-up.

## KEY FEATURES

### DESIGN-ORIENTED METHODOLOGY

Just enough theory, and a lot of practice: guided by experts and inspired by peers, develop a tool that works for you.

### LEARN TOGETHER

Make the most of participatory and collaborative methods to contribute to collective knowledge-creation.

### LEARN FROM OTHERS

Network with international experts and peers from around the world, share good practices, tap into their experiences.

## WHAT WILL YOU BE ABLE TO DO?

In particular, this course will equip you with the tools to:

- Understand the problem of violence and harassment as relating specifically to your work context;
- Identify practical measures that can be put in place to prevent, address and remedy, and frame them within a policy document that fits the needs and settings of your organization;
- Mainstream violence and harassment into existing mechanisms and regulations at the level of your workplace, including Occupational Safety and Health instrument;
- Devise an action plan to turn policy into practice.

Through design-oriented participatory activities, you will come out of this training with a recipe for a policy tool that works in your context.

# WHY

## WHY SHOULD YOU JOIN?

1. **Comprehensive Understanding of Violence and Harassment:** Participants will gain in-depth insights into the nuanced challenges of violence and harassment, understanding their specific implications in their work context.
2. **Practical Measures for Prevention and Remedy:** you will learn practical measures that can be implemented to prevent, address, and remedy instances of violence and harassment. These measures are designed to fit, based on the unique needs and settings of your respective organizations.
3. **Alignment with ILO Standards:** You will learn how to design a workplace policy document against violence and harassment that is fully aligned with ILO standards.
4. **Mainstreaming into Existing Mechanisms:** You will discover how to integrate violence and harassment concerns into existing mechanisms and regulations at the workplace level, including Occupational Safety and Health instruments.
5. **Action Planning and Implementation:** The course will guide you in devising an action plan to turn policy into practice, ensuring effective implementation in your organizational context.

# WHO ATTENDS THIS COURSE?

- Human Resources Officers and Diversity & Inclusions representatives of companies, looking to mainstream V&H concerns in their operations.
- Legal and Compliance Professionals responsible for ensuring organizational adherence to legal and compliance standards related to workplace conduct.
- Government Officials and Policymakers involved in shaping and implementing labor-related policies at the governmental level.
- OSH supervisors and technical staff responsible for OSH within enterprises
- Employers' and workers' organizations looking to equip themselves to provide practical guidance to their affiliates;
- Workers and workers' representatives at the level of organizations and enterprises.

# LANGUAGES

The course will be delivered in English.

# DATES

26 February – 22 March 2024

## DURATION

4 weeks (20 learning hours)

## COST OF PARTICIPATION

€960

## APPLICATIONS

The deadline for candidatures is **20 February 2024**.

Applications should be submitted online through the website: <https://oarf2.itcilo.org/DST/A9717086/it>

*As an organization dedicated to fundamental human rights and social justice, the ILO is taking a leading role in international efforts to promote gender equality and non-discrimination. In line with this ILO focus, male candidates are particularly welcome to apply in this course.*

# CAMPUS LIFE

## A THRIVING UNITED NATIONS CAMPUS AND COMMUNITY OF PROFESSIONAL PEOPLE FROM AROUND THE WORLD

- Three organizations from the United Nations system on campus
- More than 300 training courses and activities in a stimulating international environment
- Thousands of participants from all over the world

## ENVIRONMENT AND SURROUNDINGS

Grab a campus bicycle and explore the Turin Centre. Located in a leafy park on the banks of the Po River, it's a great place for study and collaboration. Experience innovative learning and training methods in modern classrooms equipped with simultaneous translation services.

## HOUSING, DINING, AND MORE

Comprising more than 280 private dormitories, the Turin Campus provides a broad range of services for course participants and partners including a free-flow restaurant, bank, travel agency, laundromat, post office, gym, medical services and a reception desk open 24/7.

## COMMUNITY ENGAGEMENT AND DIVERSITY

Participants can enjoy social events organized by the Turin Centre as well as by their course facilitators. Whether on or off campus, people from different cultural backgrounds have the opportunity to listen to live music together, cook and share traditional foods, or team up to play games and network.

## WITHDRAWAL, CANCELLATION POLICY, AND REFUNDS FOR OPEN COURSES

If an enrolled participant wishes or must withdraw from a course, they may choose to apply to a different course or be substituted by another candidate. The participant must notify the Centre, in writing, of their decision at least 14 days prior to the start date of the course. Cancellation of participation in regular courses will result in the following penalties:

- 14 days or more prior to the start date of the course: No penalty, 100% refund of amount paid less applicable bank charges
- 8 to 13 days prior to the start date of the course: Penalty of 50% of course price, refund of residual amount paid (if any) less applicable bank charges
- 7 days or less prior to the start date of the course: Penalty of 100% of course price.

# INFO

## FOR FURTHER INFORMATION PLEASE CONTACT

### International Training Centre of the ILO

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