

RESPECT @WORK



MCA INDUSTRY TOOLKIT

The minerals industry is committed to eliminating sexual harassment in its workplaces and has adopted a national Industry Code that provides clear expectations on members to establish both preventative and response measures to address sexual harassment.

This document is part of the MCA Industry Toolkit that has been developed for our members and their employees and comprises a suite of Fact Sheets, Guidance and Templates.

TEMPLATE

Example safety share

A Safety Share is when a worker shares lessons learned from personal experience in relation to a health and safety incident. The idea being that if the information is shared, others will be educated on ways to prevent and manage similar issues. This is known as peer learning where we learn with, and from, each other. Sharing information and lessons learned with your workmates can be a powerful way to promote safe behaviour¹.

Safety shares are typically an impromptu comment or discussion initiated by a worker with their peers. On the topic of sexual harassment, workers may be reluctant to start a discussion, but are happy to contribute once the topic is raised.

Consider an appropriate time and 'safe' environment to hold the discussion. Also consider whether a specialist should lead the discussion or whether it is more relevant and relatable if lead by a team leader.

Acknowledge that the session may raise disturbing content, and explain how they can seek support after the session (e.g. via Employee Assistance Programs or a recognised mental health support organisation like Beyond Blue).

In developing scenarios for discussion, provide sufficient detail relevant to the workplace and its location, even if this represents an adjustment to the facts of the actual real-life scenario to accommodate privacy and other concerns. Prompt workers to discuss what immediate actions could be taken as well as long-term actions to prevent the incident from occurring again. There is no single response, and appropriate actions may vary from site to site and team to team.

Two example scenarios are provided and can be used as templates for alternate scenarios.

¹ Pertrain learning and safety solutions - <https://www.pertrain.com.au/6410-2/>

Scenario 1	Inappropriate conversations
Location	Heavy Vehicle Workshop
Detail	<p>While working on a haul truck, a number of workers were overheard rating and ranking their female colleagues. None of those colleagues were present.</p> <p>Joe, an apprentice fitter, could hear the conversation and was very uncomfortable with it.</p>
Immediate action	As he was new and junior to the workers participating in the discussion he did not feel he could speak up.
Organisational action	<p>At the end of shift, Joe went to his Manager and relayed what he had heard and how he felt.</p> <p>The Manager thanked Joe for raising the incident and decided that refresher training on respectful behaviours was required. Additional training on the role of active bystanders would be provided.</p>
Discussion	<ul style="list-style-type: none"> • Was the organisational action sufficient? • Should the Manager raise the issue with the executive leadership team? • Joe's workmates will assume that Joe had overheard their conversation and reported it. How should Joe be supported?

Scenario 2	Unwanted physical contact
Location	Crib room, underground mine
Detail	Jane was preparing herself a coffee at lunch. John came up behind her and pressed his body into her, under the pretext of reaching for a mug. Jane asked John to move away and never touch her again. John ignored her.
Immediate action	<p>Jane called out loudly repeating to John to move away and not touch her.</p> <p>Jane's colleagues had noticed the incident. Bill yelled to John to back off. John retreated.</p> <p>Bill asked Jane if she wanted to report the incident. Jane was very shaken and didn't give an answer. Bill said "ok, I will ask you again at the end of shift. I will support whatever decision you make."</p>
Organisational action	<p>(Jane had later told Bill she did not want to report the incident.)</p> <p>Bill spoke to his Manager about an incident he observed, without naming anyone.</p> <p>The Manager thanked Bill for raising the incident and decided that refresher training on respectful behaviours was required.</p>
Discussion	<ul style="list-style-type: none"> • Were the immediate actions appropriate? • Did Jane get the immediate support she needed? • Should Jane have reported the incident? Why do you think she didn't want to? • Did Bill do the right thing by telling his Manager what he had observed? • Was the organisational action sufficient? • Should the Manager raise the issue with the executive leadership team? • John will assume that Jane reported him, how should Jane be supported?