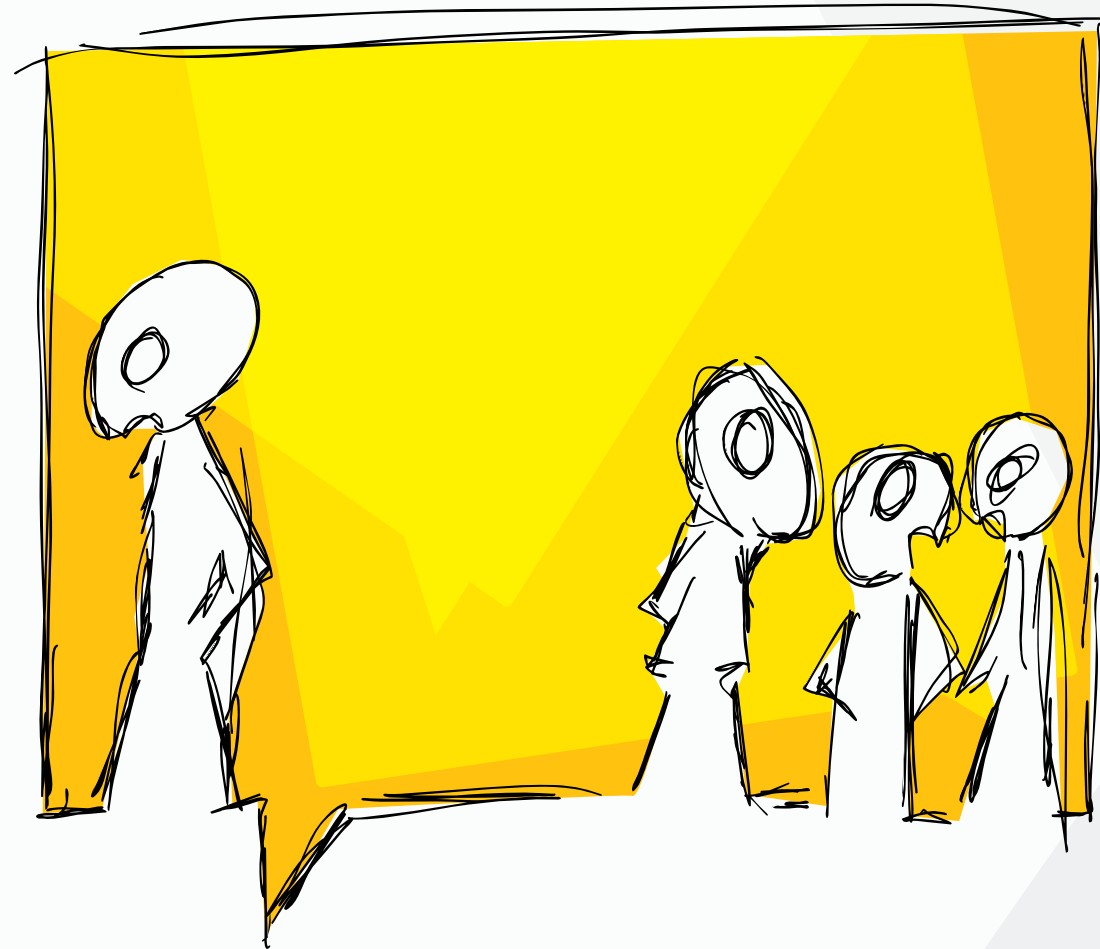




ISOLATION



Isolation can be a form of **harassment**. For example, it could include repeatedly **excluding a person** from meetings or team lunches, or deliberately **withholding information** on projects.

What can you do?

As a victim

- Don't be afraid to involve yourself and to take your place.
- Talk to a trusted colleague or supervisor and say, "I feel excluded from the rest of the team. When I'm not invited to meetings/events, it really affects me."

As a colleague/witness

- Try to include the person as much as possible. Invite them to meetings and to lunches, and ask their opinions about the topics being discussed.
- Ask the rest of the team why this person isn't invited and say that you would like to include them more.
- If this person doesn't have access to the same information as the rest of the team, send them the emails, try to communicate the information and involve them in the projects as much as possible.

As a manager

- Set the example. Include everyone on the team and share information with all members.
- If you notice that someone is excluded, meet with that person and make sure they are okay.
- Meet with the other team members and ensure that they do not continue to isolate the person.
- Use the Manager's Conversation Guide if someone reports a situation of harassment or incivility.

DID YOU KNOW?

72%

of employees said they would feel comfortable intervening if they witnessed a harassment situation in the workplace.

- Results of ESDC's 2019 Pulse Survey on Harassment

At any time, contact one of the Department's many resources!



Harassment Centre of Expertise (HCE)



Office of Informal Conflict Management (OICM)



Office of Values and Ethics (OVE)



Union Representatives



HARASSMENT CENTRE OF EXPERTISE