Handling of complaints of victimisation or harassment of employees

Approved by the Department of Organic Chemistry 2015-04-21, revised 2020-11-12

Harassment and victimisation

Harassment is an act that violates someone's dignity and which relates to any of the grounds of discrimination sex, gender identity or expression, ethnicity, religion or other beliefs, disability, sexual orientation or age. Sexual harassment relates to interactions of sexual nature that violates someone's dignity.

Repeating actions that affect an individual negatively, excluding the person from the Community or have their opportunities to develop hampered, can be considered harassment under the discrimination law or mistreatment/bullying.

It is the person who feels exposed to negative actions that determine what is offensive; nevertheless, that person must make clear that the behavior is unwelcome, or that it is perceived as offensive.

If a manager of the university knows that an employee is being exposed to one of the above actions, the representative should make sure that the matter is investigated and measures are taken to ensure that those violations cease immediately.

What do you do if you experience discrimination?

If someone acts towards you in a way that you perceive as harassing, write down what happened, when it happened and where the incident took place. Then contact any employee whom you trust. At the Department of Organic Chemistry, you can contact your supervisor or the head of the department.

When you report harassment or victimization to someone at the department this person should as soon as possible inform the head of department. The head of department will then contact the Human Resources Department.

If you wish to seek assistance or to discuss what has happened before deciding whether you want an investigation to be started, begin by contacting the Work environment representative, your labor union or corporate health care.
Investigation and follow-up

When a suspected harassment is notified, individual interviews with the different parties involved will be held by the head of the department, the Director of the PhD program or Director of undergraduate studies in the case that the harassment took place during PhD student’s teaching, in order to determine what has happened. The process should be treated confidentially and quickly. The purpose of the investigation is to find out what has happened, and to ensure that any harassment or discrimination is terminated. The head of the department will coordinate further actions with the Human Resources Department.

Harassment or sexual harassment is investigated by the Human Resources Department. The case should be treated confidentially and quickly. The purpose of the investigation is to find out what has happened in order to terminate any harassment or sexual harassment.

If the investigation confirms that harassment or abusive discrimination has occurred, the head of department shall ensure that the behavior is terminated. Should this not be the case, the Human Resources Department must be contacted to take further actions.

Contacts

If you are experiencing discrimination, harassment or offensive mistreatment, please contact any of the following persons:

- Stefan Nordlund Nordlund (Kálmán Szabó from 210101), (head of department)
- Belén Martin-Matute (Director of the PhD program)
- Joseph Samec (Director undergraduate studies)
- Respective supervisor
- If you are a member of a labor Union: your Union organization.

Support

Corporate Health Care - For contact information see: https://www.su.se/english/staff/personnel/working-environment-health/health-care

Work environment representative at the Department of Organic Chemistry (has professional secrecy)

- Kristina Romare

The Work environment representative (Skyddsombud) at Stockholm University campus Frescati - for contact information see: http://www.su.se/medarbetare/personal/arbetsmiljö-hälso/skyddsombud-1.22182

University information about:

Victimization and Harassment: https://www.su.se/staff/personnel/working-environment-health/harassment