



CODE OF CONDUCT RESPECT

**RESPECT.
FULL STOP.**

intra.wsl.ch/respect

Code of conduct respect

Dear colleagues

At WSL, we do not tolerate harassment, discrimination, bullying, threatening behaviour or violence. Rather, we strive to cultivate a respectful, professional environment. Managers, staff, students and guests within all research units and service and support units are appreciative and supportive in all their interactions with one another. This is very important to me, because a lack of respect is bad for cooperation and working atmosphere, disrupts processes and impairs the motivation, performance and personal integrity of those affected. We protect all our employees, regardless of their beliefs and opinions, nationality, religion, gender identity and sexual orientation. Diversity is a cornerstone of creativity, and creativity is key to our pursuit of scientific excellence and impact in society.

That is why we take preventive action against inappropriate behaviour and do everything in our power to eliminate any such conduct. We support victims and take them seriously, and impose fitting punishment on those guilty of misconduct.

I expect all managers to set a good example of how to act in an appreciative, respectful manner, but everyone can and should help foster a pleasant working environment: after all, ethical conduct is contagious!



Beate Jessel

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Inappropriate behaviour

Harassment

Harassment is a form of behaviour that is unwanted by the person affected, and is behaviour that degrades, insults, exerts pressure on and/or threatens them. Harassment is unpleasant for the person affected and violates their personal rights as well as their psychological and physical integrity.

Sexual harassment is any behaviour that has a sexual reference, that is unwanted by one side and that violates a person's dignity.

Stalking occurs when a person repeatedly and deliberately observes, pursues, harasses or pesters another person so that the person affected feels restricted in his or her freedom of action.

Discrimination

Unequal treatment occurs when a person is treated less favourably than another person, even though he or she is in the same or a comparable situation. Unequal treatment becomes discrimination if the less favourable treatment is directly related to belonging to a certain group or, to a specific personality trait – i.e. gender, social or ethnic origin, language, religion, political persuasion, age, disability or sexual orientation.

Bullying

Bullying is a form of behaviour in which a person is harassed, attacked, humiliated or ostracized by one or more persons in a targeted, systematic and protracted manner, either verbally or non-verbally. Bullying impairs the personal development, self-esteem and the freedom of action and decision of the person affected and violates their dignity and social standing.

Threats and violence

The term violence means wanting to enforce something through physical or psychological coercion. The use of violence or the threat of violence will significantly affect the health, safety or well-being of the victim.

Further information and examples of inappropriate behaviour can be found at [intra.wsl.ch/respect](https://www.intra.wsl.ch/respect).

Actions in the case of inappropriate behaviour

WSL encourages you to not tolerate inappropriate behaviour. If you have been affected, unequivocally inform the bothersome person – to the extent that you are in a position to do so – that you do not accept their behaviour. Clear messages to the bothersome person and a clear rejection of the undesired behaviour are necessary and important. If you observe inappropriate behaviour in your workplace, we ask that you support the affected person and make them aware of the various advisory services they can turn to.

Various advisory services are available to affected employees and those who have observed inappropriate behaviour. They are

able to offer support and advice and will help to determine the way forward. Your request will be treated confidentially.

Further information relating to inappropriate behaviour and a list of advisory services can be found at intra.wsl.ch/respect.

Violations of the code of conduct respect will have personnel law and/or disciplinary consequences.

If you have been affected or have become aware of inappropriate behaviour, your superior as well as the following advisory and contact offices will support and advise you:

Advisory and contact offices

Institutional Development & Diversity

Ms Urte Reckowsky
urte.reckowsky@wsl.ch
Phone +41 (0)44 739 29 31

Social Counselling

Mr Guido Toivanen
beratung@toivanen.ch
Phone +41 (0)79 810 14 81

Human Resources

Ms Susanne Jost
susanne.jost@wsl.ch
Phone +41 (0)44 739 23 70

ETH Board Ombudsman Service

Masina Gfeller Nyffenegger
nyffenegger@mgnrecht.ch
Phone +41 (0)31 511 88 03

WSL Ombudsman Service

Ms Denise Kramer-Oswald
dko@advokramer.ch
Phone +41 (0)44 315 59 60