

GUIDEBOOK FOR
HARASSMENT PREVENTION

Toward A Harassment-Free Campus

Saitama University Anti-Harassment Committee



Harassment relating to pregnancy, childbirth, child raising and caregiving

"Harassment relating to pregnancy, childbirth, child raising and caregiving" refers to professionally inappropriate words and actions that cause negative influence in working environment of female workers who are pregnant or giving a birth and of workers who engage in child raising and caregiving.

Case examples of harassment relating to pregnancy, childbirth, child raising and caregiving

1 A superior mentions negative comments to a female worker who reports her pregnancy or to a worker who refers to his or her potential use of rights to take leave from work.

- "We will hire someone else, so resign soon."
- "I will ask you to resign if you take leave."
- "At next assessment, I won't promote you."

2 Superiors and colleagues give comments that imply a worker who intends to take leave to give up the use of his or her rights.

- "There is no case men take leave."
- "If I were you, I would not take leave."
- "Think how much burden you would give to others."
- "I don't support you if you are taking leave."

3 Superiors and colleagues give comments that imply a female worker who is pregnant or a worker who is taking leave to cause negative consciences on performing their abilities and continuation of their work.

- "Pregnancy is troublesome due to the unknown timing of leave."
- "If there is a plan to get pregnant, please avoid busy time."
- "We can't ask important tasks to those who limit their working hours."
- "You've been selfish as working short hours."

4 Besides comments raised in items 1 to 3 above, the following cases are included.

- Don't allow to engage in tasks.
- Intentionally give miscellaneous duties.
- Don't give information required for her or his task.
- Don't allow to participate in a meeting that she or he has participated before.

*Notes:

Cases that include superiors and colleagues properly confirm respective workers about the timing of leave or properly suggest to decrease the work burden based on the condition of pregnancy would not be considered as harassment.

To prevent harassment

Everybody has the potential to become a harasser or a victim of harassment. Unintentional words or casual behaviors can make someone uncomfortable or even hurt someone deeply.

If you refrain from forcing your values on others one-sidedly and try to understand the situation of others, you can avoid harassment to a large extent.

In addition, communication in daily life is essential to harassment prevention and inhibition. You should try to hold others in esteem on a routine basis and establish a trusting relationship with others.

To establish an environment free from harassment, it is important for each person to gain a better understanding about harassment. The most important precondition is to recognize the individuality of others as human and to hold them in mutual estimation.

Steps from consultation about harassment to environmental improvement

Consultation by phone

*You can also call the service counter personally.



Response by counselor



Response to the counseling
by Anti-Harassment Committee
and relief of victims



Environmental improvement



If you believe you have been harassed

If you believe you have been harassed, we encourage you to talk to a person you trust, or consult it with the harassment counselor.

You may also show to the harasser that you feel uncomfortable.



Consultation service about harassment

Please contact the consultation hotline or a counselor by phone.

You can also call the service counter personally.

For contact information, please see the university's website shown below.

[http://www.saitama-u.ac.jp/
support/seikatsu/ac_hara/
index.html](http://www.saitama-u.ac.jp/support/seikatsu/ac_hara/index.html)



- *Your personal and private information is protected by the regulations of the university.
(Counselors are bound to confidentiality.)
- *You can take advice from any counselor in departments other than you own.
- *Even when you suffer from harassment during extracurricular activities or an internship, you can take advice from your direct supervisor or a counselor.

Consultation hotline

(General Affairs Division, Saitama University)

TEL:048-858-9138

(extension 3182)