**Appendix 3**

**Examples of Bullying and Harassment**

Workplace bullying and harassment can take a number of forms, for example:

* leering, ridicule, jokes
* embarrassing remarks
* unwelcome comments about dress, appearance, beliefs or life-style choices
* offensive pictures
* inappropriate use of e-mail or internet sites
* ignoring or excluding
* demands for sexual favours/ sexual innuendo
* deliberate verbal threats and abuse
* physically threatening a person
* unwanted physical contact
* invasion of personal space
* aggression
* physical assault
* to persistently criticise and condemn
* to openly humiliate or ridicule
* to professionally undermine an individual's professional ability until they lose
* self-confidence and self esteem
* to intimidate by e-mail, mobile phone texting, or other forms of written communication, known as "flaming"
* shouting or using threatening language
* to intimidate somebody in any way which leaves them feeling vulnerable,
* isolated, angry and impotent