



KEP

Collective Impact Programme Association

**Collective Impact Program Association Program
Sexual Harassment, Abuse and Assault
Preventions Policy Paper**

INTRODUCTION

The aims of the Collective Impact Program Association, the goals about its fields of work and especially women to participate in working life, create the responsibility of having a preventive attitude to all kinds of components of KEP in the issues of harassment, sexual abuse and violence, and form the basis of the "Attitude Document Against Sexual Harassment".

The education system is not independent of the male domination that exists in the general society, and our association and women who struggle for equality/rights in every field do not lead isolated lives from the society we live in. On the contrary, women, who are the subjects of the resistance in the field of education, where the government intervenes constantly, struggle against inequalities created by male domination, violence and sexism in workplaces, social life, at home, in non-governmental organisations, associations/foundations.

The fact that women are direct components of the field of education makes them the target of sexist policies in two ways. On the one hand, women are subjected to gender-based discrimination or violence in the workplace, on the other hand, every government intervention in the field of education directly affects working women.

In this sense, harassment, sexual harassment, and sexual assault are a common gender problem in male-dominated societies, particularly against women and those with diverse gender identities and sexual orientations. It appears in all areas of social life as a part of the traditional sexist-patriarchal culture and gender discrimination, as abusive behavior, which reduces the entire identity of the individual to his bodily functions and makes the elements of power and authority direct to the personality and body of the woman, without the consent of the individual.

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Harassment, sexual harassment and sexual assault are not caused by an individual pathology; it is not natural and normal, it is not a shame and a matter of honor; it is primarily a crime and is subject to punishment. Harassment, sexual harassment and sexual assault are also a violation of human rights, personal rights, the right to work, the right to organize and freedom of expression, and it is a discrimination crime. Concepts such as morality and honour are not an appropriate framework for evaluating harassment and help to reproduce masculine domination. The important point here should be anti-discrimination and gender equality.

In preventing these cases, for KEP, it is essential to carry out preventive activities, to ensure that all members are made aware of gender relations, and to accept and implement these activities as an institutional policy.

AIMS

The aim of this policy document is to share with the whole public how KEP has attitude against sexual harassment and to express our determination to fight the issue.

This policy document is aimed at determining KEP's principles, recommendations, and measures for creating a working, research, and educational environment free of sexual harassment that will adversely affect the free education and development process, while at the same time raising awareness of sexual harassment.

With this document, KEP's responsibilities of sexual harassment incidents, what needs to be done to prevent such situations, and what to do in the event of sexual harassment are drawn up.



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- All members and employees of KEP know and agree that any unwanted sexual behavior like harassment, sexual harassment and sexual assault will not be tolerated.
- With this document, KEP agrees that the reluctance to take action against sexual harassment allegations, the male bias, and the masculine point of view are unacceptable in responding to these allegations of violations at the institutional level.
- KEP undertakes that sexual harassment and assault can't be ignored in any way and that it will quickly and effectively evaluate complaints in order to move the issue to a fair investigation process.
- KEP is committed to creating sensitivity against sexual harassment, informing its members about sexual harassment, supporting those who have been harassed, examining all kinds of unwanted sexual behavior statements, allegations, and complaints with a principled attitude, and following them effectively in the relevant boards. It also undertakes that the provisions contained in this policy document will not change depending on any person and time.
- With this document, it undertakes to refrain from proceedings and interviews that may lead to the re-victimization of the applicant who is related to sexual harassment.
- It also considers any intervention of sexual harassment and sexual assault crimes in the relevant disciplinary processes to be prevented from being properly pursued and investigated, and interventions that will set the processes back as a separate disciplinary offense and undertakes to operate the necessary mechanisms.
- This document declares that there will be no mediation between the parties before and after the investigation processes and agrees to put the organized power of the institution in favour of the disadvantaged party.



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- It is committed to sharing the results of all cases of harassment obtained as a result of the processes (disciplinary processes) in the boards related to this document with all members and all interlocutors when information is requested, at a principle level, within the framework of the principles of this document and with the cause and effect relation of the process, in a way that does not further victimise the victim.
- This policy document is aimed to contribute to creating an egalitarian and free working environment where there are no sexual harassment and assault for all CIP components.
- However, the purpose of the document is not to discipline relations between the genders, to make recommendations on how consensual relationships should be, or to impose a certain sexual morality.
- This document is mainly aimed at preventing acts of sexual harassment and assault, strengthening awareness of the issue and creating a living space where sexual harassment victims can express themselves comfortably and feel safe in all processes.
- KEP is committed to ensuring that the issue of sexual harassment mentioned in this document is raised in all activities of KEP, especially education, press publication and organization activities.
- Informs that the necessary negotiations in the application for a case of a sexual harassment will be conducted by the Sexual Harassment Commission, which will be established in the future, and the sub-commissions established under it.



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CONTENT

The provisions contained in the document cover employees and members within the framework of the solidarity networks and components with which KEP has a relationship.

The principles and provisions contained in this document cover all components of KEP, its members, the board of directors and other boards, volunteers, employees, participants, students, guests, all persons and business employees who receive and service in the relations and activities of the association.

The principles and rules referred in this document apply to both events occurring within the institution and all acts of sexual harassment occurring outside the institution but moving to the environment of KEP or affecting academic life and work environment arising from the education and training and employment relations that are maintained by KEP.

KEP undertakes to create awareness against sexual harassment within/among its authorized and solidarity networks and components, to support victims of harassment, to take all kinds of allegations and complaints of its members and employees on the agenda and to follow up effectively in its relevant boards.

This policy document aims to contribute to the creation of a social environment free from sexual harassment and to prevent such incidents.



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DEFINITIONS

1. **Sexual harassment:** Attitudes or behaviors that cause discomfort through the use of sexual or sexually associated visual, written, verbal, non-verbal, physical, signs or body parts that the person is exposed to without their consent and without body contact are generally defined as sexual harassment. Sexual harassment can be intended to damage dignity by creating an alarming, hostile, humiliating or offensive environment for the victim. The determinant of sexual harassment is not the intention of the perpetrator, but the impact it exerts on the victim of harassment. Continuity is not a prerequisite for sexual harassment. Multiple repetitive behaviors or a single event/behavior can be considered as sexual harassment. Sexual harassment can take place in many different ways and situations, and the person may not understand that they have been subjected to sexual harassment in some cases. According to the intensity and nature of acts of sexual harassment, the examples in the list below are considered to be types of sexual harassment, although they are not limited to this list;

1. **Simple sexual assault:** These are behaviors that do not contain threats, blackmail or insults, but create annoying and undesirable environments. For example;

- Making sexual or associative jokes or compliments, using slang words,
- Continuously opening sexual conversations, turning sexual fantasies into a topic of conversation,
- To be persistent to flirt in an uncomfortable way,
- To look at the person in an uncomfortable way,
- To disturb with pornographic material,



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- Asking questions or producing gossip regarding the person's sexual life, sexual orientation, gender identity,
 - Discriminatory attitude, attitude and behavior regarding gender or sexual orientation or gender identity.
2. **Continuous Harassment:** It is when simple harassment is repeated continuously despite warnings.
 3. **Heavy Harassment:** Behaviours that contain threats, blackmail and insults and aim to control the behaviour of the person. For example;
 - Continuous following-up of the person, contacting him/her in person or on the phone or electronically (texting, chat rooms, social networking sites, etc.), even though he/she does not want to,
 - If the person does not comply with the offer of sexual intimacy or relationship, he/she will pay the costs related to student, academic or business life; explicitly stating or implying that they will gain undeserved earnings if they comply,
 - When there is an imbalance of power between people due to their status (faculty member and student; manager and employee, etc.) and/or there is a possibility of retaliation, disturbing behaviors and hints to someone with sexual offers,
 - The transformation of discriminatory attitudes, attitudes and behavior regarding gender or sexual orientation or gender identity into speech or action that will be the subject of hate crimes.



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Sexual Assault

Sexual assault is the violation of a person's physical integrity through non-consensual sexual behavior. Sexual assault can occur in two ways:

1. Without sexual intercourse, it takes place by violating a person's physical integrity. According to the characteristics of the situation and conditions, hugging, caressing, touching can be counted among the examples of such sexual assault.
 2. It takes place by violating a person's physical integrity by inserting a sexual organ or other object into the body.
- Sexual Abuse: Sexual harassment and sexual assault against those under the age of 18 are considered as "child sexual abuse".
 - Retaliation: When the person refuses to emotional offers or sexual intimacy or when he/she wants to report because he/she thinks that he/she has been harassed, to make the work or education life of a person difficult implicitly or explicitly for revenge is also considered as a type of harassment.

PRINCIPLES

Privacy Principle

KEP and the board that is evaluating the claims regarding the sexual harassment upon the application, act in accordance with the principle of confidentiality of the lives of the complainant party(s) and the complainant party(s) at all stages until the examination/investigation is completed.



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During the examination/investigation, the privacy principle is important in terms of resolving the details of the parties' private lives without moving to the social environment where they are located, and not negatively affecting their professional, academic and social relations.

Fair Assessment and Protection Principle

KEP,

- Evaluates applications promptly, fairly and objectively through their respective boards.
- Takes the necessary measures to ensure that the victim of harassment is not victimized again during the application process regarding sexual harassment and assault allegations.
- Acts carefully and attentively to avoid any behaviour and actions that may lead to repeated victimisation of the victim of harassment and damage the sense of dignity and trust of the parties, and to prevent the occurrence of such behaviour.
- During the examination phase of the applications, does what is necessary to ensure that the victim gets psychological support.

Principle of Making a Statement

KEP takes the statement of the complainant as the basis for the initiation of an investigation in the evaluation of sexual harassment and assault applications. This means that the investigating committee does not expect the existence of the act of harassment subject to her/his complaint to be proven by the applicant during the evaluation of the harassment application.



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Trust Principle

KEP acts in a way that does not damage the sense of trust of the parties by complying with all these principles with the sensitivity that it will show in the evaluation process of harassment applications.

The Ethics Committee

The Ethics Committee of the Collective Impact Association is the board that works in accordance with the principles contained in the published policy documents of the association and carries out studies on potential violations of rights against its members and/or beneficiaries, working with all works and transactions of KEP. Kep Ethics Committee performs investigation, research, follow-up, examination, educational duties and authorities regarding the issues included in all policy documents written and duly enacted by the association.

KEP Ethics Committee consists of the following persons; It convenes with absolute majority and takes decisions by majority of votes. The Ethics Committee consists of three people;

- A representative from the employees of the association,
- A representative from the managers of the association,
- A representative of the program beneficiaries

The authority duration of the ethics committee is at most 6 months. Board members are re-determined before each course period held for the beneficiaries. The previous committee members continue their duties until the new course period starts. When it is decided not to open a course as per the decision of the association, one person from the members of the association is elected and serves instead of the representative chosen by the beneficiaries.



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The representatives of the committee are appointed by the board of directors, employees and beneficiaries by election themselves. Representatives can be elected more than once.

KEP Ethics Committee meets regularly on the first Friday of every month, monitors the implementation of the policy documents accepted by the association and duly entered into force, and decides on the applications made to it.

An objection can be made to the Board of Directors by the complainant or the person whose defence is taken against the decisions of the Ethics Committee. If no objection is made to the board of directors within 7 days, the decisions of the Ethics Committee become final. The decisions of the Board of Directors given after the objection against the decision of the Ethics Committee are final. The Board of Directors is responsible for the implementation of the decisions of the Ethics Committee.

Duties of the Ethics Committee within the Scope of This Policy Document

- To follow up and evaluate the issues within the scope of this policy document on a monthly basis.
- To examine the allegations against all kinds of sexual harassment and assault within the scope of this policy document, regarding the procedures, procedures, practices and behaviors that will lead to the victimization of the person exposed to this behavior.
- To examine the application, to inform the applicant about the alleged violation, and to ensure that the investigation is completed within 1 month at the latest, with the start of the process; if deemed necessary, to take decisions on suspension from duty, working from home, suspension of the course and other temporary measures
- To gather immediately in emergency situations.

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- To provide procedural and legal support mechanisms to victims throughout the investigation and investigation processes, and to direct victims to appropriate institutions if these mechanisms are not within the scope of KEP possibilities.
- To organize training, promotion and similar activities and make publications to raise awareness about sexual harassment and assault behaviors within the body of KEP.
- To ensure cooperation and coordination with other units under the relevant solidarity networks regarding sexual harassment and assault.

Detection of Sexual Harassment and Assault and Reporting to the Ethics Committee

- As a first step, it is recommended that the person who thinks that he or she has been exposed to a practice, behavior or process that leads to sexual harassment and assault should consult the KEP Ethics Committee by making use of this policy document.
- KEP Ethics Committee takes the statement of the complainant as a basis in the evaluation of all kinds of sexual harassment and assault
- The statement of the complainant is written and the complainant is informed about the stages of the process.
- Disciplinary sanctions are not applied in cases where it is clearly understood that the claimant has deliberately lied and misrepresented in the post-application process, leaving no room for doubt.
- Precautions to be taken by a person who thinks he is a victim of sexual harassment and assault
- Reading the KEP Policy Paper on Sexual Harassment and Assault



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- Clearly warning the person who engages in behaviours or practices that will cause him or her victimisation, and informing that if the person does not stop this behaviour or practice, he or she will take an official action
- From the first moment, to collect whatever material can be used as evidence in the investigation, to keep records of the events and to keep the evidence.
- In cases where reasonable arrangements are required regarding Sexual Harassment and Assault, notifying the issue to the KEP Executive Board with a written request.
- To apply to the KEP Ethics Committee in order to get support and learn about their rights.

Suggestions for the Person Who Realizes that He or she is engaging in Sexual Harassment and Assault Behaviors

- Reading the KEP Policy Paper on Sexual Harassment and Assault
- To have a sensitive attitude befitting human dignity and to be sensitive in behaviour towards the employees, beneficiaries, board of directors and members of the KEP Association.
- To act more sensitively in order not to victimise people in the disadvantaged group and to pay attention to be sensitive to their behaviour in working life.
- Not ignoring or considering it unimportant as soon as you realise that the behaviour will lead to the victimisation of the person or that it is a situation that disrupts the environment of the association, and taking initiatives to eliminate the negative consequences of this behaviour.
- To apply to the KEP Ethics Committee for information.