White Ribbon Australia Workplace Accreditation Program
Follow-up Survey - Analysis Guide

Q1 How likely are you to identify the following as violence against women?	- Rape - Sexual assault - Physical assault - Domestic abuse - Emotional abuse - Psychological abuse - Financial abuse - Verbal abuse - Cyber abuse - Sexual harassment - Bullying or harassment in the workplace - Stalking - Other (please specify)
Research objective	Employees acknowledge that violence against women constitutes a continuum of controlling behaviours that are often punctuated by physical forms of violence, but may not include physical violence.
Response analysis	According to the United Nations, all answer options provided constitute violence against women. A concentration of responses aligned with physical and sexual forms of abuse and assault evidences further education is required to understand that bullying, harassment, psychological abuse and financial abuse are forms of violence.
Suggested action	- **Mandatory staff training**[1] - **Increase internal communications** articulating the extensive definition of violence against women as a continuum of controlling behaviours.[2]

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[1] See White Ribbon Australia Workplace Accreditation Program Criterion 2.4 Staff Training
[2] https://www.whiteribbon.org.au/understand-domestic-violence/what-is-violence-against-women/definition/

Q2 Has your awareness of the extent of men's violence against women changed over the past few months?	- Yes - No - Other (open ended)
Research objective	Post Program implementation, measure change in awareness of staff regarding knowledge of the extent of violence against women.
Response analysis	Answers are subjective. However, if the awareness of staff has not changed post Program implementation we often find that those that have a sound understanding of the issues surrounding violence against women are more likely to participate in White Ribbon programs to effect the change they want to see. This existing understanding and minimal change in sound understanding is therefore to be expected in some instances, and welcome. If the awareness of staff has changed, this is an opportunity to report internally on ROI of Program participation.

Suggested action	- Inclusion in reporting
	    o Workplace Gender Equality Act 2012
	    o Corporate social responsibility.
	- **Reinforce messaging**[3] **via** internal communications, events and training[4]

Q3 Has your understanding of what constitutes men's violence against women changed over the past few months?	- Yes - No - Other (open ended)
Research objective	Post Program implementation, measure change in the understanding of staff of what constitutes men's violence against women.
Response analysis	*(see Q2 response analysis above)*

Suggested action	- Inclusion in reporting
	    o Workplace Gender Equality Act 2012
	    o Corporate social responsibility.

[3] Toolkit Criterion 1.3 Internal Communications
[4] Toolkit Criterion 2.4 Staff Training

Q4 To what extent do you agree or disagree with the following statements? - Violence against women is common in Australia. - Violence against women is common in the workplace. - Women in my workplace are always treated with dignity and respect.	- Strongly disagree - Somewhat disagree - Neither agree nor disagree - Somewhat agree - Strongly agree - Don't know
Research objective	Measure awareness of staff of violence against women as a major issue within Australian communities and workplaces. NB: Responses to the third statement should be considered in conjunction with the rest of the questions within the Follow-up Survey, particularly those discussing the appropriateness of sexually explicit jokes or sexist language.

Response analysis	Violence against women is common in Australia and the workplace (see statistics below).
	  i. One in three women have experienced physical and/or sexual violence perpetrated by someone known to them.[5]
	  ii. Over 12 months, on average, one woman is killed every week as a result of intimate partner violence.[6]
	  iii. One in five women experience harassment within the workplace.[7]
	
	- Responses to the third statement are subjective, ideally there will be stronger responses at follow up identifying an increase in agreement by staff that women in their workplace are always treated with dignity and respect.
	- A high percentage of people disagreeing with the statement indicates an issue within the workplace that must be addressed.
	- Through the Program, the organisation will address the attitudes and beliefs that allow violence to occur and change behaviours through awareness raising and increasing knowledge, ultimately creating and/or reinforcing a culture of respect.

Suggested action	- **Training** will increase employee awareness of violence against women as a prevalent social issue. - **Increase internal communications** articulating the pervasiveness of violence against women in Australia and in the workplace. - **Host an event** to draw attention to violence against women as an important social issue that requires action.[8]

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[5] Australian Bureau of Statistics. (2013). *Personal Safety, Australia, 2012* (no. 4906.0).
[6] Chan, A. and Payne, J. (2013). *Homicide in Australia: 2008-09 to 2009-10, National Homicide Monitoring Program annual report*. Canberra, Australia: Australian Institute of Criminology
7 Australian Human Rights Commission (2008). Sexual Harassment Guide.
[8] https://www.whiteribbon.org.au/stop-violence-against-women/fundraising-events/

	- Reinforce channels to report grievances so that if staff identify that women aren't always treated with dignity and respect perpetrators are held accountable.

Q5 Has your understanding of what it means to treat women with dignity and respect changed over the past few months?	- Yes - No - Other (open ended)
Research objective	Post Program implementation, measure change in the understanding of staff of what it means to treat women with dignity and respect.
Response analysis	Answers are subjective. However, if the awareness of staff has not changed post Program implementation we often find that those that have a sound understanding of the issues surrounding violence against women are more likely to participate in White Ribbon programs to effect the change they want to see. This existing understanding and minimal change in sound understanding is therefore to be expected in some instances, and welcome.

Suggested action	- **Training** will increase employee awareness of violence against women as prevalent.
	- **Leadership should continue to role model respectful relationships.**
	- **A White Ribbon Ambassador may speak** to staff at an event to increase understanding of respectful relationships.
	- **Continue to reinforce communication of policies** relating to:
	  o Code of conduct
	  o Sexual harassment
	  o Workplace behaviour
	  o Social media policy
	  o Professional standards
	  o Bullying.

Q6 To the best of your knowledge, are there any policies to address violence against women in the workplace?	- Yes - No - Don't know
Research objective	Measure understanding of workplace policy and procedure to address violence against women.
Response analysis	Strong awareness of workplace policy and procedure to address violence against women is a very positive sign of a strong workplace culture, committed to preventing and responding to violence against women. Low awareness of workplace policy and procedure may indicate further signposting is required within workplace policy and procedure to link the tool back to creating a safer and more supportive environment for: - Men and women speaking out against violence - Women seeking support, and men to a lesser extent - Male perpetrators whose behaviour is being challenged.

Suggested action	- **HR policy development** to address violence against women. Including but not limited to:
	  o Special leave provisions for victims[9]
	  o Code of conduct
	  o Social media policy
	  o Equal opportunity policies.
	- **Ensure policies have been effectively communicated** so staff can draw relevance to the prevention and response of violence against women. Communications should consider:
	  o Literacy levels
	  o Gender
	  o Access to electronic data
	  o Location.

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[9]Toolkit Criterion 3.1 Response to Victims

Q7 If you became aware that a colleague was experiencing violence outside work, how likely would you be to assist them in any way at all?	- Very likely - Likely - Not likely - Never
Research objective	Measure the propensity of staff to play a role as an active bystander or to refer victims to support services. Staff safely calling out inappropriate behaviour and reinforcing a culture with zero tolerance to violence against women.
Response analysis	Ideally, employees will now be more comfortable with safely intervening when colleagues disclose an experience of violence outside the workplace. - Abusive situations are dangerous – individuals should stop and think before becoming involved. But not stepping in means an abusive situation will remain dangerous and says to the violent person that it's okay to hurt someone. - Through education, employees are provided with the full range of options available to them in response and how to implement the bystander approach, thus empowering them to stand up against violence in a safe and appropriate way. - Recognise, respond and referral to specialist support services like 1800 RESPECT are critical. As the organisation continues to model respectful relationships and strengthen gender equality, messaging will filter through to employees' personal spheres.
Suggested action	- **Promote the active bystander approach**[10], for example, share White Ribbon Australia's 'Hey mate, stand up' video series[11] - **Promote training**. - **Promote specialist counselling services** and the Employee Assistance Program. NB: These services are not only for people experiencing Domestic Violence, this also includes services for those supporting a victim.

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[10] https://www.whiteribbon.org.au/stop-violence-against-women/dont-just-stand-by/
[11] YouTube - WhiteRibbonAust

Q8 If you became aware that a colleague was experiencing violence outside work, how confident would you feel in knowing how best to help?	- Extremely - Moderately - Not at all
Research objective	Measure staff levels of confidence in assisting colleagues experiencing violence outside work.

Response analysis	- The likelihood of employees intervening if they knew a colleague was in a violent situation measures employee confidence in:
	  o the support offered by the organisation
	  o the robustness of the organisation's policies and procedures
	  o their own ability to handle the situation safely and appropriately.

Suggested action	- **Disseminate information on support services.**[12] - **Reinforce training** staff in how to respond to incidents of violence - **Reinforce communication** of new and existing procedures and policies. - **Discuss, develop and implement initiatives** in collaboration with the organisation's Employee Assistance Services. - Factsheet 'What to do when someone discloses abuse'. - **Review Best Practice Library within the White Ribbon portal.**

[12] https://www.whiteribbon.org.au/find-help/

Q9 If you became aware that a colleague was experiencing violence at work, how likely would you be to assist them in any way at all?	- Very likely - Likely - Not likely - Never
Research objective	Measure propensity of staff to assist colleagues experiencing violence in the workplace.

Response analysis	- The likelihood of employees intervening if they knew a colleague was in a violent situation measures employee confidence in:
	    o the support offered by the organisation
	    o the robustness of the organisation's policies and procedures
	    o their own ability to handle the situation safely and appropriately.
	At the conclusion of the Program, we would expect the percentage of respondents to answer very likely/likely to be reasonably high.

Suggested action	- **Disseminate information on support services.**[13] - **Reinforce training** staff in how to respond to incidents of violence - **Reinforce communication** of new and existing procedures and policies. - **Discuss, develop and implement initiatives** in collaboration with the organisation's Employee Assistance Services. - **Consider reporting/referral procedures if the perpetrator is a manager or supervisor of the victim.** - Factsheet 'What to do when someone discloses abuse'. - **Review Best Practice Library within the White Ribbon portal.**

[13] https://www.whiteribbon.org.au/find-help/

Q10 If you became aware that a colleague was experiencing violence at work, how confident would you feel in knowing how best to help?	- Extremely - Moderately - Not at all
Research objective	Measure staff levels of confidence in assisting colleagues experiencing violence in the workplace.

Response analysis	- The likelihood of employees intervening if they knew a colleague was in a violent situation measures employee confidence in:
	  o the support offered by the organisation
	  o the robustness of the organisation's policies and procedures
	  o their own ability to handle the situation safely and appropriately.

Suggested action	- Promote the active bystander approach.[14] - Disseminate information on support services.[15] - **Reinforce training** staff in how to respond to incidents of violence - **Reinforce communication** of new and existing procedures and policies. - **Discuss, develop and implement initiatives** in collaboration with the organisation's Employee Assistance Services. - **Consider reporting/referral procedures if the perpetrator is a manager or supervisor of the victim.** - Factsheet 'What to do when someone discloses abuse'. - Review Best Practice Library within the White Ribbon portal.

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[14] https://www.whiteribbon.org.au/stop-violence-against-women/dont-just-stand-by/
[15] https://www.whiteribbon.org.au/find-help/

Q11 If someone at your workplace acted in the following way - Told a sexually explicit joke - Told a sexist joke - Used sexist language to describe women - Used sexually explicit language to describe women - Made repeated unwanted advances towards a colleague **you would see this as...**	- Never acceptable - Rarely acceptable - Sometimes acceptable - Always acceptable - Don't know
Research objective	Measure the perceived acceptability of sexism in the workplace e.g. jokes, language, unwanted advances.
Response analysis	- Sexist jokes and language create a climate where forms of violence and abuse are implicitly accepted. Language that degrades women reflects a society that has historically placed women in a second class position and affirms males in a privileged position. - It is important to recognise the context of each situation. If all present find something humorous it may not have been a violent situation. However, gauging the variety of individual perceptions can be complex and it is advisable to set a high standard of conduct to minimise risk. - The organisation's response to the Program Standards and Criteria provides the opportunity to impact employee attitudes and behaviour. Quotes such as 'I no longer tell sexist jokes at lunch' from previous Program surveys illustrate this. - Persistent unwanted advances toward colleagues can be mitigated through implementation of robust anti bullying and sexual harassment policies.

Suggested action	- **Ensure appropriate use of language is incorporated into training**, as well as workplace codes of behaviour.
	- **Increase awareness via communication tools**:
	   o video resources included in the quarterly e-newsletter
	   o reiteration of workplace conducted training which includes information on sexual harassment
	   o utilising Best Practice Library resources such as the Australian Human Rights Commission national awareness raising strategy "Know Where the Line Is" posters
	   o Including questions or 'points to consider' regarding sexually explicit language and sexist jokes on the intranet or on a dedicated White Ribbon Workplace Program webpage to inspire conversation and reflection.
	- **Reinforce all policies** including disciplinary action.
	- **Mandatory staff training.**

Q12 Please consider the following statements: If you were present when someone at your workplace - told sexually explicit jokes - told a sexist joke - used sexist language to describe women - used sexually explicit language to describe women - made repeated unwanted advances towards a colleague.	- It wouldn't bother you - You'd feel a bit uncomfortable, but not say or do anything - You'd say or do something to show you didn't approve - Don't know
Research objective	Assess employee's ability to safely intervene in violent situations i.e. the active bystander approach.
Response analysis	This question provides a key indicator about the culture of an organisation, as it assesses whether employees would feel comfortable adopting the bystander approach in their workplace if they witnessed behaviour they deemed inappropriate. If employees intervene as a result of inappropriate behaviours, it is an indication of: - confidence in the support offered by the organisation - the robustness of the organisation's policies and procedures - how clearly policies and procedures have been communicated - confidence in their own ability to implement the bystander approach. We would expect the proportion of people stating they would say or do something in reaction to all scenarios would increase throughout the Program as employees undergo training and are acutely aware of the organisation's zero tolerance approach to violence against women.

Suggested action	- If there are weaker responses to safe intervention, suggest reinforcing
	   o training
	   o policies, procedures
	   o internal communication
	   o leadership commitment
	   o open door policy
	   o robust disciplinary action, grievance and complaint handling procedures.

Q13 Even when I'm not involved and it's not about me, I can make a difference in helping to ensure women are treated with respect and dignity - in my workplace - in my community - in my home - in my social network.	- Strongly disagree - Somewhat disagree - Neither agree nor disagree - Somewhat agree - Strongly agree - Don't know - '*Respect*' relates to a community conducive of gender equality, where every individual has the opportunity to excel regardless of gender. A respectful community is mindful of and has a zero tolerance to all forms of violence. - '*Dignity*' in this case relates to the support of women throughout their careers or lives, the building and maintenance of self-esteem, and appropriate, confidential responses to incidents of violence when they occur.
Research objective	Measure employee commitment to creating a culture of respect outside the workplace and play the role of an active bystander.
Response analysis	- A high percentage of employees responding 'Don't know' indicates a lack of understanding as to what they can do as individuals to engender respect and, if necessary, initiate change. Through the Program, the organisation ensures staff understand the options available to them and provides the tools to enable action. - Employees can play an active role in safely standing up to perpetrators, challenging their behaviour if perpetrating violence and seeking support if experiencing violence.
Suggested action	- **Mandatory staff training,** discuss the bystander approach and encourage employees to take part in White Ribbon events and support local community events. o As employees go through the training and over the course of the Program, we would expect to see an increase in the proportion of employees that would feel adequately prepared to respond to incidents appropriately, thus increasing the likelihood of such action taking place. - **Reinforce communication** around response and referrals and repeat messaging regularly so this knowledge is kept fresh and accessible at all times.

Q14 Reflecting on the last few months, do you feel your organisation has shown a commitment to addressing violence towards women?	- Yes - No - Not sure If yes, please specify how you think it has shown commitment (open ended)
Research objective	Measure employee perception of organisation's commitment to ending violence against women.

Response analysis	- Employees who have noticed a change helps an organisation measure
	   o Employee loyalty, important to retention
	   o the success of a new initiative.
	- Employees who don't notice much change may mean a strong organisational culture was already in existence.

Suggested action	- **Showcase attitudinal change highlights** and staff survey highlights to foster a culture of respect. - **Share employee loyalty statistics** with management. - **Remind employees of the success** of a new program, campaign or initiative.

Q15 Reflecting on the last few months, have you noticed any changes in the way - you view women in the workplace? - your organisation views women in the workplace? - you behave towards women in the workplace? - others in your organisation behave towards women in the workplace?	- Yes - No - If you answered yes to any of the questions above, what changes have you noticed?
Research objective	Measure employee attitudinal and behavioural change toward women in the workplace. Also assesses perception of the way an organisation views and behaves toward women in the workplace.
Response analysis	- Employee identified change in attitudes and behaviours post Program implementation is a positive sign that the Program has achieved its objectives. No change in attitudes and behaviours can indicate employees have a strong understanding of respectful relationships. - Employee identified change in organisational view and treatment of women is a positive sign that culture has been strengthened. No change can signify a strong culture previously existed.
Suggested action	- **Leadership models respectful relationships.** - **Perpetrators** are dealt with swiftly and professionally and are held accountable. - **Organisation continues to open lines of communication** between Management and employees. - **Employees are aware of provisions, policies and services** should they need support or to report a grievance.

Q16 In what ways has the organisational culture changed over the last 12 months?	Open ended
Research objective	Assess perceived change in organisational culture post Program implementation.
Response analysis	- Employees openly discuss their perception of organisational culture.
Suggested action	- Harness detailed open ended responses for organisational review and to identify opportunities for improvement.

Q17 How familiar are you with the work of White Ribbon Australia?	- Very familiar - Somewhat familiar - Not very familiar - I've never heard of White Ribbon Australia
Research objective	Measure awareness of White Ribbon Australia amongst employees.
Response analysis	Assess correlation of awareness of White Ribbon Australia and strong cultural responses to understanding, preventing and responding to violence against women.
Suggested action	- If low awareness, continue to reinforce the organisation's participation in the Workplace Accreditation Program.

Q18 Please tick if you have been directly involved in any of the following activities supporting White Ribbon Australia over the last 12 months (please tick all that apply)	- Organising an event (e.g. morning tea, lunch, workplace event) - Volunteering at an event - Attending an event - Undertaking training on prevention of violence towards women - Taking part in a White Ribbon committee - Contributing to the development of workplace initiatives to educate employees about acceptable behaviour towards women - Buying/selling White Ribbon merchandise - Workplace giving - Regular giving - Single donation - Other
Research objective	Assess employee engagement with White Ribbon Australia and fundraising / social responsibility platforms generally.
Response analysis	Assess engagement with White Ribbon Australia and strong cultural responses to understanding, preventing and responding to violence against women.
Suggested action	**Promote the various channels with which to engage with White Ribbon Australia** to discuss a complex issue in a safe and engaging way.[16]

Q19 Are you…	- Male - Female - X
Research objective	Gender segmentation for analysis and trends between responses by gender.
Response analysis	It will be important to note cultural responses to the treatment of women in the workplace by gender. Pilot results have indicated men are more likely to respond more favourably at baseline with women more favourably at follow up. If engagement of men fades at follow up it will be important to plan ongoing to engage them.[17]
Suggested action	- **Continue to share creative tools to engage men** [Factsheet 'What men can do'](#)

[16] www.whiteribbon.org.au
[17] https://www.whiteribbon.org.au/understand-domestic-violence/facts-violence-women/factsheets/

Q20 Which cultural group/background do you identify with?	Open ended.
Research objective	Cultural diversity segmentation for analysis.
Response analysis	Cultural diversity is a positive indicator of a workforce reflective of the broader population and may be used for diversity reporting.
Suggested action	- If responses are skewed toward diverse cultures, ensure resources are available in different languages and are culturally appropriate. - Reporting against overall Diversity objectives.

Q21 In which country were you born?	Afghanistan Australia Bangladesh Bosnia and Herzegovina Burma (Republic of the Union of Myanmar) Cambodia Canada Chile China (excludes SARs and Taiwan) Croatia Egypt England Fiji Former Yugoslav Republic of Macedonia (FYROM) France Germany Greece Hong Kong (SAR of China) Hungary India Indonesia Iran Iraq Ireland Italy Japan Korea, Republic of (South) Lebanon Malaysia Malta Mauritius Nepal Netherlands New Zealand Northern Ireland Pakistan Papua New Guinea Philippines Poland Samoa

	Scotland Serbia Singapore South Africa South Eastern Europe Sri Lanka Sudan Taiwan Thailand Turkey United States of America Vietnam Wales Zimbabwe Other
Research objective	Cultural diversity segmentation for analysis.
Response analysis	Cultural diversity is a positive indicator of a workforce reflective of the broader population and may be used for diversity reporting.
Suggested action	- **If responses are skewed toward diverse cultures, ensure resources are available in different languages and are culturally appropriate.** - **Reporting against overall Diversity objectives.**

Q22 Was one or both of your parents born overseas? If so, where?	Afghanistan
	Australia
	Bangladesh
	Bosnia and Herzegovina
	Burma (Republic of the Union of Myanmar)
	Cambodia
	Canada
	Chile
	China (excludes SARs and Taiwan)
	Croatia
	Egypt
	England
	Fiji
	Former Yugoslav Republic of Macedonia (FYROM)
	France
	Germany
	Greece
	Hong Kong (SAR of China)
	Hungary
	India
	Indonesia
	Iran
	Iraq
	Ireland
	Italy
	Japan
	Korea, Republic of (South)
	Lebanon
	Malaysia
	Malta
	Mauritius
	Nepal
	Netherlands
	New Zealand
	Northern Ireland
	Pakistan
	Papua New Guinea
	Philippines
	Poland
	Samoa
	Scotland
	Serbia
	Singapore
	South Africa
	South Eastern Europe
	Sri Lanka
	Sudan
	Taiwan
	Thailand
	Turkey
	United States of America
	Vietnam
	Wales
	Zimbabwe

	Other
Research objective	Cultural diversity segmentation for analysis.
Response analysis	Cultural diversity is a positive indicator of a workforce reflective of the broader population and may be used for diversity reporting.
Suggested action	- **If responses are skewed toward diverse cultures, ensure resources are available in different languages and are culturally appropriate.** - **Reporting against overall Diversity objectives.**

Q23 Do you speak a language other than English at home? If so, please specify.	Afrikaans Arabic Bengali Cantonese Croatian Dutch Filipino French German Greek Hindi Indonesian Italian Japanese Korean Macedonian Mandarin Polish Punjabi Russian Samoan Serbian Sinhalese Spanish Tagalog Tamil Thai Turkish Urdu Vietnamese Other
Research objective	Cultural diversity segmentation for analysis.
Response analysis	Cultural diversity is a positive indicator of a workforce reflective of the broader population and may be used for diversity reporting.
Suggested action	- **If responses are skewed toward diverse cultures, ensure resources are available in different languages and are culturally appropriate.** - **Reporting against overall Diversity objectives.**

Q24 Do you identify as an Aboriginal or Torres Strait Islander person?	- Aboriginal person - Torres Strait Islander person - Person belonging to both communities - Neither
Research objective	Cultural diversity segmentation for analysis.
Response analysis	Cultural diversity is a positive indicator of a workforce reflective of the broader population and may be used for diversity reporting.
Suggested action	- **If responses are skewed toward diverse cultures, ensure resources are available in different languages and are culturally appropriate.** - **Reporting against overall Diversity objectives.**

Q25 Are you employed…	- Full-time - Part-time - Casual - Volunteer
Research objective	Measure correlation between employment status and responses.
Response analysis	A large proportion of employees who are full-time may have stronger cultural responses due to increased access to communication, policy and training.
Suggested action	Ensure communication, policy and training are available to all staff and that adequate time is allocated to engage.

Q26 Do you have a managerial role in your organisation?	- Yes - No
Research objective	Measure correlation between responsibility of other staff and responses.
Response analysis	Employees who are managers are more likely to have undertaken training to understand, prevent and respond to violence against women. Managers as leaders should display advanced communication skills, this should be evident in positive cultural responses from Managers.
Suggested action	Continue to ensure managers receive regular training every two years.