

Anti Harassment Policy

Approved by the Board 2021-11-16

The East Asia Student Association (EASA) does not tolerate acts of sexual harassment or discrimination of any kind and strive toward an open and inclusive environment in the association. EASA recognizes the need and its responsibility to work proactively to hinder incidents from occurring at EASA's activities and events as well as provide guidelines for how to address an incident after it has occurred, in order to create a safe and inclusive environment for all of its members. The purpose of this policy is to provide guidelines for EASA to use in situations relating to sexual harassment and discrimination, as well as reassurance of equal treatment by helping the board and members to work preemptively.

The Swedish Discrimination Act (2008:567) includes the following grounds of discrimination: sex, gender identity or expression, ethnicity, religion or other belief, disability, sexual orientation and age. Discrimination can be expressed as direct discrimination, indirect discrimination, inadequate accessibility, harassment, sexual harassment and instruction to discriminate.

1.0 Visions

The association strives to create a safe environment for everyone, and to make sure that everyone feels welcome. In order to achieve this the association shall work actively with inclusion, diversity and representation.

- Diversity and equality should be actively strived for and considered an asset for the association.
- Representatives of the association shall strive to create a safe environment for everyone, and make sure everyone feels welcome.
- Broad representation shall be considered important and kept in mind throughout the operations.
- The association's representatives and members should strive to consider the importance of diversity and representation for all parts of our operations.

2.0 Strategy

2.1 Inclusivity and representation

EASA should be an open and inclusive organisation, this requires that the recruitment of active members is contributing to diversity amongst the elected and involved. To prevent tendencies of skewed representation, the association encourages diversity within group constellations.

- EASA should work especially to spread knowledge about the association to international students, national students as well as students from all faculties.
- EASA should never tolerate offensive expressions in our own writings or in comments in our channels.
- EASA should use picture material in a norm critical way, preventing a homogenous and normative idea of the association and our active members from being spread.

2.2 Procedures and pre-emptive steps

At the beginning of each board year, 1-2 “Discrimination and Sexual harassment Contacts” (DSCs) should be chosen. They can either be active members or parts of the board. Their contact information should be available on the association’s website. The contact persons should be given an email address each, once they are elected. Through this email, members can report incidents, complaints and/or concerns related to the content of this policy. The contact persons are responsible for providing information about this policy and for providing their contact information to members of the association. The contacts shall delete the content of their email inboxes at the end of the board year.

The President & Vice President must inform the Board of the content of this policy at the beginning of each board year. Board members who are also committee heads, must inform their active members about this policy at the same time. Information about this policy and contact persons should be stated, in written form, in connection to every EASA social event.

Counteracting a culture of silence.

- The association shall actively work to counteract and prevent all tendencies of culture of silence, the board has particular responsibility for this.
- Representatives shall strive to speak up in a situation of sexual harassment or discrimination, even if they are not the subject of the incident.
- Representatives shall actively encourage all members to do the same.

Safe participation

If a member is causing other members to feel unsafe at an event hosted by the association the board member that is responsible for the event can ask the member to leave. If a member needs to be banned from attending future events, a central decision shall be made by the board. The decision should be taken after a thorough investigation and serious consideration.

3.0 Steps to follow in case of experienced harrassment

3.1 What to do if you experienced or witnessed discrimination or sexual harassment within the association, or by representatives of the association

1. Reach out to the Discrimination & Sexual harassment Contact(s).
2. If not comfortable with contacting the contact(s):
 - Contact the President at president@asialund.org
 - Contact another Board Member, e-mail addresses can be found on www.asialund.org

3.2 Following allegations of sexual harassment or discrimination, at least the following steps must be taken

1. The contact(s) should take decisions in agreement with the individual raising allegations. If it seems that a crime has been committed, the contact(s) should encourage the individual to report the incident to the police, but the contact(s) is/are not supposed to report the incident themselves. The contacts can always contact the presidents if they need support.
2. The contact(s) should always carry out their work with the highest degree of discretion possible, especially concerning the identities of the person bringing allegations, and the person subject to allegations.
3. If the incident is deemed by the contact(s) as something that could cause a crisis for the association, the presidents are to be involved and informed about the situation
4. The contact person(s) should offer a meeting with the person bringing the allegation.
5. At this meeting, the contact person(s) meet the person who has come forward, potentially together with a support person of their choice. The composition of people attending can be adjusted to what the person bringing the allegation feels comfortable with, for example including presidents and/or the board member that was responsible for the event in question.
6. If the individual bringing the allegation does not want to meet, the contact(s) is to proceed in accordance with this policy based on the information provided by the person who brings the allegation.
7. Following these meetings and/or communication, the contact(s) should try to establish what has happened, and based on this decide which of the sanctions outlined below should be taken. This can be done together with the presidents if deemed necessary.

3.3 Communication with the person being accused

Before any type of sanction is decided upon the Discrimination and Sexual Harassment Contact(s) should always meet and/or speak with the accused individual in order to get their perspective on the matter. If the allegation of discrimination or sexual harassment brought by the contact(s) to the presidents is deemed mild and does not require removal or prohibition of participation, the following measures shall be applied:

- Make sure the person accused understands what in their behavior was considered offensive and apologizes.
- Following this sanction, a discussion of further sanctions does not have to be initiated at the next board meeting.

Exclusion from the association should be considered the most severe sanction. If exclusion is not considered appropriate, the board can decide on the following sanctions:

- Give a warning to the accused person(s) and point out that if this would be repeated or similar incidents would occur again more severe sanctions will be taken, with the possibility of exclusion.
- A temporary suspension of the amount of time the board sees fit.

If exclusion is considered the appropriate measure, the contact(s) and the presidents must initiate a discussion at a board meeting about excluding the accused person. According to 7.4 § of the association's Statutes, a member can only be excluded through a board decision or a decision at a higher instance.

3.4 Potential sanctions following a sexual harassment or discrimination incident

The contact(s), together with the presidents, have the authority to take the following measures on behalf of the board until the next board meeting if the situation is deemed acute. All these decisions taken can be overruled by the board at the next meeting, where the contact(s) and the presidents are to present an evaluation of the situation and a suggestion on for how long possible sanctions should be upheld.

1. Removal from a position of responsibility within a committee.
2. Removal from participation in a committee, a particular subgroup of a committee, or removal from all committee work.
3. Prohibition from participating in certain or all EASA events.

3.5 Rules of conduct regarding allegations of discrimination or sexual harassment

1. The identity of the individual(s) involved in the alleged discrimination, along with any specific details concerning the situation, should not be shared with individuals outside of the relevant parties, unless this is unavoidable or unless the individual(s) involved in the alleged discrimination has explicitly given their consent.
2. If the board decides to have a discussion and/or a vote concerning potential sanctions towards a member of the association, the details of the discrimination may be shared with the board, but only to the extent necessary to have an adequate discussion.
3. When publishing the board meeting protocol, the names of the persons involved are to be redacted from the document.

4. If one or more of the contacts and/or the presidents are directly affected, or have close ties to the directly affected person(s), they should reserve themselves from partaking in the investigation. If this is the case the board can choose to appoint other board members to handle the investigation.
5. If sanctions are taken, the contact persons and presidents must outline their actions, and the reasons for those actions, at the next board meeting.