

## WHAT IS WORKPLACE BULLYING

'Workplace bullying is any behaviour that is repeated, systematic and directed towards an employee or group of employees that a reasonable person, having regard to the circumstances, would expect to victimise, humiliate, undermine or threaten and is a risk to health and safety.'

Workplace bullying is a significant problem in today's workforce. In 2005 the *Interagency Roundtable on Workplace Bullying* was created to draw on the experience of non-government and government agencies/organisations that were involved in the provision of advocacy, information and advice, or investigation of workplace bullying. The following agencies were represented on the Roundtable:



Government  
of South Australia

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Equal Opportunity Commission SA

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Department of Further Education,  
Employment, Science and Technology

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Office of Public Employment

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Public Sector Workforce Relations

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SafeWork SA

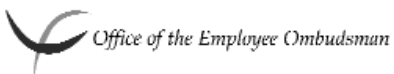
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BUSINESS SA



SA UNIONS



## STOP BULLYING IN SA

## WORKPLACE BULLYING

Bullying is not acceptable workplace behaviour and it should not be tolerated in any form. Workplace bullying constitutes a significant threat to the health, safety and welfare of people in the workplace.

Guidelines on workplace bullying have been developed to help employees and employers deal with workplace bullying. These guidelines aim to provide practical advice and information on making workplaces safer for everyone.

The guidelines and other information are available at the Stop Bullying in SA website [www.stopbullyingsa.com.au](http://www.stopbullyingsa.com.au)

Or contact one of the following associations for more information, resources and assistance.

### BUSINESS SA

Provides members with training, advocacy, support and consultancy where appropriate.

Appointments can be made on (08) 8300 0101 anytime between 8am and 5.30pm Monday to Friday, Business SA is located at 136 Greenhill Road, Unley.

For more information on the services provided by Business SA go to [www.business-sa.com](http://www.business-sa.com)

### EQUAL OPPORTUNITY COMMISSION

Provides a range of training programs that can be tailored to meet the needs of your workplace, club or organisation. Also provides an independent complaint handling service to help employees, customers, students and tenants, addressing issues of sexual harassment or discrimination (based on disability, race, sex, age, sexuality, pregnancy or marital status).

The Equal Opportunity Commission can be contacted on (08) 8207 1977, or 1800 188 163 if outside the metropolitan area, between 9.30am and 4.30pm Monday to Friday and is located at Level 2, 45 Pirie Street, Adelaide.

For more information on the services provided by the Equal Opportunity Commission go to [www.eoc.sa.gov.au](http://www.eoc.sa.gov.au)

### INDUSTRIAL RELATIONS COMMISSION (IRC)

Provides mediation, alternative dispute resolution and support to persons (and their representatives) involved in employment related disputes.

The IRC can be contacted on (08) 8207 0999 between 8.30am and 5.00pm Monday to Friday and is located at Level 6, Riverside Centre, North Terrace, Adelaide.

For more information on the services provided by the IRC go to [www.industrialcourt.sa.gov.au](http://www.industrialcourt.sa.gov.au)

### OFFICE OF THE EMPLOYEE OMBUDSMAN

Provides an advisory service to all employees employed under the *South Australian Fair Work Act 1994* awards and enterprise agreements.

The Employee Ombudsman can be contacted on (08) 8207 1970 between 9am and 5pm Monday to Friday and is located at Ground Floor, 200 Victoria Square, Adelaide.

For more information on the services provided by the Employee Ombudsman go to [www.employeeombudsman.sa.gov.au](http://www.employeeombudsman.sa.gov.au)

### SAFEWORK SA

Conducts investigation under OHS legislation and provides information to all South Australian employees who have not been able to resolve their complaints through their employer's internal grievance process.

SafeWork SA can be contacted on 1300 365 255, or (08) 8303 0400 for mobile or interstate callers, between 8.30am and 5.30pm Monday to Friday (except Wednesday when office hours are between 8.30am and 4.15pm) and is located at Level 3, 1 Richmond Road, Keswick.

For more information on the services provided by SafeWork SA go to [www.safework.sa.gov.au](http://www.safework.sa.gov.au)

### SA UNIONS

Provides information, training, advocacy, support, mediation and conciliation, investigation and access to alternative dispute resolution to all union members.

SA Unions can be contacted on (08) 8279 2222 between 9am and 5pm Monday to Friday and is located at 46 Greenhill Road, Wayville.

For more information on the services provided by the SA Unions go to [www.saunions.org.au](http://www.saunions.org.au)

### TRAINEESHIP AND APPRENTICESHIP SERVICES

Provides information and advice, support, mediation and a dispute resolution service for trainees, apprentices (and their parents and guardians if they are under 18 years of age), and employers, who are engaged in contracts of training.

Traineeship and Apprenticeship Services can be contacted on 1800 673 097 between 8.30am and 5.30pm Monday to Friday and is located at Level 4, 11 Waymouth Street, Adelaide.

For more information on the services provided by Traineeship and Apprenticeship Services go to [www.employment.sa.gov.au](http://www.employment.sa.gov.au)

### WORKCOVER SA

Provides information and a complaint resolution service for employers and employees and/or representatives on the procedures, rights and obligations under the *Workers Rehabilitation and Compensation Act 1986*.

WorkCover can be contacted on 13 18 55 between 8.30am and 5.30pm Monday to Friday and is located at 100 Waymouth Street, Adelaide.

For more information on the services provided by WorkCover SA go to [www.workcover.com](http://www.workcover.com)

### WORKING WOMEN'S CENTRE

Provides resources, information, support, training and advocacy for working women who are not members of the union. It also provides resources, some training and consultancy for organisations who wish to implement strategies to address workplace bullying.

The Working Women's Centre can be contacted toll free on 1800 652 697 between 9am and 5pm Monday, Wednesday, Thursday and Friday and is located at Level 1, Station Arcade, 52 Hindley Street, Adelaide.

For more information on the services provided by the Working Women's Centre go to [www.wwc.org.au](http://www.wwc.org.au)