



KEEPING INTEGRITY & TRUST IN THE WORKPLACE

A supervisor whom I supervise reportedly grabbed an employee by the arm and yanked on him during an argument recently. The employee who reported it to me says he is no longer upset. I think it was a one-time event. Should I respond?

Investigate the incident carefully but do so in accordance with any relevant organization policy. You should assume that, because the employee was upset enough to tell you about it, it is your business to deal with it. It will usually be wise to apprise HR staff of your investigation. Many employees, particularly those who have been sexually harassed, respond the same way to avoid "making waves." Fears of

retaliation especially by staff in higher positions are realistic in almost every environment and often behavior like this goes 'underground' because of those fears.

The behavior you describe, particularly perpetrated by a supervisor creates jeopardy for the organization because it is unwelcome physical contact that could be considered hostile to a reasonable person. It is likely this behavior would be considered an assault in many situations. You now have an important role in preventing its recurrence. Continue to consult with trusted HR, higher management staff and your EAP. A formal EAP referral,

accompanied by documentation of the incident, for this supervisor is appropriate. The EAP can help the supervisor gain better control of his emotions and behavior. Suggesting the EAP to the employee may also diffuse further complications as such an event can be traumatic. Your reliable follow-thru and genuine concern will contribute to an atmosphere of integrity and trust!

"The most powerful
leadership tool you
have is your own
personal example."

John Wooden

Leadership Orientation Session B

- Mon. April 27 - Sheldon, IA
Class Time: 8:30am - 11:30am
- Thurs. May 21- Roland, IA
Class Time: 1:00pm - 4:00pm

CONTACT US TODAY:

Please contact our office by calling 800-779-6125 or e-mailing Joy (joy@connectionseap.com) for more information or register online:
www.connectionseap.com

ATTENTION: SUPERVISORS, MANAGERS, ADMINISTRATORS:

Session A: "Leadership Orientation to the EAP", is always available on the website. Please check your wallet cards or contact your HR department for your username and password.

Website Information – Webinars and skill builders are available in the Work/Life Services site. Log in on Connections website go to Employee or Leadership Resources tab to access webinars, continue to scroll down on the Work/Life Services opening page. (All webinars are archived for later viewing.)

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