NICHD Anti-Harassment Plan
Outline of Talk

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Purpose

• In support of the NIH Anti-Harassment Program managed by the NIH Civil Program, the NICHD proposes the following activities/work products to reinforce anti-harassment across the NICHD.
Goals

• Raise awareness on the status and types of harassment within the workplace
• Reaffirm NICHD’s commitment to Anti-Harassment policies and procedures
• Promote transparency and establish clear expectations for changing the culture
• Use innovative approaches and provide integrated channels for communication and resources to engage all staff
• Ensure accountability of all staff
## Spokespeople

- **NICHD Executive Leadership:**
  - **Dr. Diana Bianchi**, NICHD Director
  - **Dr. Alison Cernich**, NICHD Deputy Director
  - **Mr. Rodney Rivera**, NICHD Executive Officer
  - **Dr. Mary Dasso**, Acting NICHD Scientific Director
  - **Dr. Rohan Hazra**, Acting NICHD Associate Director for Extramural Research
  - **Dr. Gene Hayunga**, Acting NICHD Division of Extramural Research (DER) Director

- **NICHD Supervisors**
Key Messages

• NICHD is committed to maintaining a work environment for all staff that is courteous, respectful, and free from uncivil behavior, such as harassment, sexual harassment, inappropriate conduct, intimidation, bullying, or other unproductive, disruptive, and/or violent behaviors.

• NICHD has a no-tolerance policy in this regard, and this policy extends to work environments in all settings, including NICHD-funded locations.

• Inappropriate workplace behavior and unlawful harassment are inconsistent with NICHD’s fundamental values, can damage the careers of those who have encountered it, and it can leave scars and psychological effects that reverberate for a lifetime.
Key Messages

• To foster and support a work environment free of harassment, NICHD is bolstering its policies, guidelines, requirements, and communications to make our expectations clear and resources readily available to the Institute's workforce.

• It will require proactive, ongoing awareness, transparency, and participation efforts by all of us to ensure that harassment doesn’t work here.
Implementation Activities

Executive Leadership Role
• Engage all senior leadership to improve NICHD’s workforce climate, oversee implementation activities, educate workforce, and communicate goals

Communication Plans
• Develop internal resource for Anti-Harassment resources
• Include Anti-Harassment messages/uploads in internal communications

Training
• Mandatory Anti-Harassment training for Supervisors and staff
• Additional Anti-Harassment training, as appropriate

Onboarding and Off-boarding
• Include Anti-Harassment resources in new hire onboarding packages
• Consider Anti-Harassment in staff exit interview process

PMAP Language
• Anti-Harassment language added to performance requirements for all staff, including leadership
Implementation Activities

- Include Anti-Harassment communications and updates in internal meetings
- Charge with establishing and implementing framework and best practices to prevent and address workplace harassment
- Include diverse members across divisions and staff types

Staff Meetings

NICHD Anti-Harassment Committee

- Partner with NIH EDI, Ombudsman, Civil, EAP, and OITE
- Partner with other NIH Institutes and Centers (ICs)

Trans-NIH Collaboration

- Consider clause with Anti-Harassment language for contractors

Contracts

Consistent Disciplinary Approach

- NIH Manual 1311 – Preventing and Addressing Harassment and Inappropriate Conduct
- Corrective Actions confidential, based on NIH Civil recommendations; aligned to NIH Table of Penalties
Continuum of Conduct (NIH OHR)

- **Harassment/Hostile Work Environment**
  - Any conduct of a sexual nature
  - Egregious &/or pattern of disrespectful or inappropriate conduct
  - Perceived as disrespectful or inappropriate (not of sexual nature)

- **Physical Violence**
  - Any conduct of a sexual nature
  - Harassment/Hostile Work Environment
  - Property Damage
  - Physical Violence

- **Property Damage**
  - Any conduct of a sexual nature
  - Harassment/Hostile Work Environment

- **Bullying**
  - Any conduct of a sexual nature
  - Harassment/Hostile Work Environment

- **General Conflict**
  - Common workplace disagreements or communications issues
  - Perceived as disrespectful or inappropriate (not of sexual nature)

- **Policy Breach (MAN CHAP 1311)**
  - Egregious &/or pattern of disrespectful or inappropriate conduct

- **UNLAWFUL**
  - Bullying
  - Property Damage

- **CRIMINAL**
  - Physical Violence

**MUST BE REPORTED BY MANAGEMENT**

**POLICY BREACH (MAN CHAP 1311)**

**OMBUDSMAN**

**EMPLOYEE RELATIONS**

**CIVIL PROGRAM**

**NIH POLICE**

**EMPLOYEE RELATIONS**

**CIVIL PROGRAM**

**NIH POLICE**

**OMBUDSMAN**
Training

• Mandatory Anti-Harassment Training (within 90 days of onboarding and annually): [https://www.edi.nih.gov/training/mandatory-training](https://www.edi.nih.gov/training/mandatory-training)

• Mandatory Bystander Training (within 90 days of onboarding and every three years): Two different courses are offered – one for non-supervisors and one for supervisors.

• Mandatory Civil Program Training (within 90 days of onboarding and every three years): NICHD will work with the NIH Training Center, Civil Program, and EDI to establish and implement mandatory Civil Program Training for all staff.

• Optional Training: The [NIH EDI Web Page](https://www.edi.nih.gov/training) contains information on related, optional upcoming training; NICHD will include link to this webpage in communications for staff awareness.
NICHD Anti-Harassment Committee

- Members will be nominated by NICHD Executive Leadership, Branch Chiefs, and/or Division Directors
- Compromised of at least one representative from each NICHD Division/Office, of diverse backgrounds and staff types

The NICHD Anti-Harassment Committee will be charged by NICHD Executive Leadership to champion Anti-Harassment efforts across NICHD including, but not limited to:

- Pushing forward the Anti-Harassment Plan and initiatives; meeting on a quarterly basis to review and advise on current/planned Anti-Harassment initiatives
- Coordinating with the NICHD Office of Communications to establish and implement the NICHD Anti-Harassment Communications Plan and participate/present in staff meetings
- Overseeing and enforcing consistent disciplinary approaches and mandatory Anti-Harassment training for NICHD staff and supervisors; advising on optional training as needed
- Coordinating with NIH Office of Equity, Diversity, and Inclusion, Office of the Ombudsman, Civil, Employee Assistance Program, Office of Intramural Training and Education, and/or other ICs to foster collaboration across NIH
Questions?