



Dear Unite Representative

Dignity at Work

Unite is launching a new campaign to combat all forms of bullying, harassment and unacceptable behaviour in the workplace. With the support of the Dignity at Work Partnership between the Union and the Government, Unite has been encouraging organisations in taking a zero tolerant approach to issues appertaining to the above issues.

We know that the Not for Profit Sector is not exempt from bullying issues, and in many workplaces a culture has developed where this is prevalent.

However as a union, we are about changing cultures, and improving the working lives of our members. It is our endeavour to promote positive behaviour in every workplace.

We want every representative to join in this campaign, to ensure that their workplaces have done all they can to combat bullying.

Outline of the campaign

The campaign will comprise of a number of components, and the aim is to effect a change in culture in all workplaces in the sector over the next 12 months.

1. It will ensure that every organisation has an effective Dignity at Work Policy in place, and a procedure for robustly dealing issues when they occur

2. It wants all organisations to sign up to Unite's Not for Profit Sector's Dignity at Work Principles
3. It will assist all representatives to have the most effective policies in their workplaces, supporting this by training and resource material, including a comprehensive guide
4. There will be a seminar in summer 2008 for management and representatives
5. It will raise awareness among all employees about Dignity at Work
6. There will be research in the sector about Dignity at Work

We will also provide you with regular updates on the campaign.

First Steps

1. **Ensure that a Dignity at Work Review is on the agenda for your next bargaining meeting**
 - a. If you already have a policy in place, then ask for this to be reviewed
 - b. If you do not have a policy in place, then ask for one to be created

(In the resource material provided in this pack is information for reps and management as to why this is so important.)

2. **Ask management to sign up to Unite's Not for Profit Sector Dignity Principles**, and then return these to the National Officer, Rachael Maskell by 31 October 2007. We will be looking to work closely with organisations throughout this project. For organisations that sign up, we will be able to highlight their good practice in being committed to our agenda on Dignity at Work, as well as supporting them in bringing about change in their organisation. We will be creating a list of organisations that are committed to this.
(A copy of these Dignity Principles are enclosed)

3. **Plan a recruitment event/awareness raising event for Ban Bullying Day – 7 November, in your workplace.**
A list of resources to order is attached.
Please return this to Maureen.German@unitetheunion.com or Maureen German, 35 King Street, London. WC2E 8JG

Coming up


1. Comprehensive representatives guide on Dignity at Work
2. Ban Bullying Day – 7 November 2007
3. On-line survey – November 2007
4. Training Course

(More information to follow)

If you want more information about Dignity at Work or this campaign, please contact your Regional Officer.

I very much look forward to working with you on this campaign.

Yours sincerely

A handwritten signature in cursive script that reads "Rachael Maskell".

Rachael Maskell
Unite National Officer
Community and Not for Profit Sector

