



Mahidol University Announcement

On Commitment to Prevention and Addressing Issues of Sexual Harassment,

B.E. 2566 (2023)

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The announcement has been developed to promote gender equality among members of the university and establish Mahidol University as a harassment-free organization where members treat one another with respect and free from any inappropriate sexual behavior. To fulfill the commitment,

By virtue of Article 34 (1) of Mahidol University Act, B.E. 2550 (2007), the President of the University has issued the announcement with the details as follows:

Article 1 To achieve the goal of preventing and addressing issues of sexual harassment, Mahidol University shall undertake the following measures:

1.1 Develop organizational culture and install among the university's executives, employees, staff, and students the expected values where members of the University treating others with respect, honoring their human dignity regardless of their genders, and refraining from any discriminatory practices against their gender and any acts of sexual harassment both within and outside Mahidol University.

1.2 Create favorable environment and atmosphere within the university to promote safety against any forms of sexual harassment both within and outside Mahidol University.

1.3 Develop a mechanism and procedure to prevent and address issues of sexual harassment to ensure a harassment-free environment both within and outside the university. Additionally, introduce a reporting unit to receive complaints regarding sexual harassment for the university's students and personnel.

Article 2 Guidelines for preventing and addressing issues of sexual harassment for Mahidol University's students and personnel shall be in accordance with the attachment accompanying this announcement.

Henceforth.

Issued on

2023

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President of Mahidol University

**Guidelines for preventing and addressing issues of sexual harassment
for Mahidol University's students and personnel
accompanying Mahidol University's Announcement on Commitment to Prevention and
Addressing to sexual harassment, B.E. 2566 (2023)
Issued on**

Guidelines for preventing and addressing issues of sexual harassment has been developed to ensure that Mahidol University's students and personnel would be treated with dignity and respect without any acts of harassment against their genders. The students and personnel must adhere to these guidelines. Mahidol University is committed to providing a harassment-free environment by promoting awareness and providing knowledge and understanding regarding the issue, introducing preventive and management measures to address the problems, and taking immediate actions when complaints regarding sexual harassment are reported. Additionally, the university strives to provide an environment and relevant measures to minimize the risk of incidents regarding sexual harassment.

Definitions of sexual harassment

Any actions or behaviors that involve sexual coercion or the abuse of authority through words, written messages, gestures, vocal expressions, images, documents, electronic data, any objects of sexual nature, or any similar actions that would lead to feeling discomfort, humiliated, or offended. Sexual harassment would include the act of stalking or any actions that creates an intimidating environment or any other impacts towards the victims both within and outside the university. Sexual harassment is considered intolerable and should not occur within Mahidol University.

Expected behavior to avoid issues of sexual harassment

1. Students and personnel should always respect fellow students, instructors, staff, and others both within and outside the university.
2. Students and personnel should minimize the risk of experiencing sexual harassment by dressing appropriately, avoiding being in a secluded place or meeting privately with an unfamiliar person of any gender. In an unavoidable situation, a trusted person should accompany them.
3. Students and personnel should be vigilant and report any incidents of sexual harassment occurred within the university to the relevant authority or responsible unit. Additionally, students and personnel should not be ignorant if such incidents occur to fellow students and personnel and should provide them with relevant advice and help them if the incident is witnessed in person.
4. Students and personnel should respect their own dignity and uphold their personal values.

Behaviors that are considered sexual harassment

Sexual harassment includes a wide range of behaviors and cannot be exhaustively listed. However, it is important to be aware that any actions related to sex that are unwanted and causes discomfort, oppression, humiliation, and degradation to the recipient, are considered sexual harassment, including:

1. Visual harassment includes

Suggestive staring or leering, looking under skirts, staring at the chest or down the shirt, or looking at the crotch area to the point where the recipient or people in the vicinity feels uncomfortable, embarrassed, and offended.

2. Verbal harassment includes

2.2 Making sexually suggestive comments or innuendos about a person's body, anatomy, and clothing.

2.2 Making unwelcome persuasions or invitations into engaging in any activities in a private or secluded area or making sexually suggestive jokes or comments.

2.3 Making sexual remarks or innuendos, making comments about a person's body, making sexually obscene remarks and name-calling, and engaging in a group discussion about a person's sexual behavior.

2.4 Engaging in conversations about sex or sexual activities, expressing opinions on sexual preferences and speaking in sexual overtones, asking questions about sexual experiences and preferences, and telling lies or spreading rumors about a person's personal sex life.

3. Physical harassment includes

3.1 Sexually suggestive touching, rubbing, fondling a person's body, taking an opportunity to hug or kiss a person without consent, joking about by touching, pulling a person on one's lap, and any other unwelcome physical contacts.

3.2 Unwanted hanging around a person, standing intentionally too close, cornering or blocking the way, winking, suggestive whistling, blowing kisses, licking lips, making drooling gesture, or making sexually suggestive gestures with hands or through body movements.

4. Other sexual harassing behaviors include

4.1 Displaying sex-related images, objects, and tests, and showing explicit sexual images on personal or the university's electronic devices within the university premises.

4.2 Any sexual expressions, such as displaying pornographic images, sketching and drawing sexually explicit content in public, making symbols that represent genitalia or sexual intercourse, sending or sharing any sexually suggestive symbols or images on online platforms, such as Facebook and LINE application.

5. Quid pro quo harassment includes

5.1 Making promises in return for sexual favors, such as offering a job or providing assistance in work-related matter if the targeted person agrees to engage in sexual activities, requesting overnight stays for sexual purposes, or requesting sexual activities or any other sex-related actions.

5.2 Threatening or pressuring the targeted person with negative consequences to their education, work, or physical well-being. Physical threatening or coercion into sexual contact is considered attempted or actual rape.

Actions to be taken when experiencing sexual harassment

1. Remain calm and promptly express disapproval of the perpetrator's action while distancing from the incident.
2. Tell the perpetrator to stop and call out for help.
3. Document the incident by means of audio recordings, photos, or video clips (if possible).
4. Keep written records of relevant circumstances immediately after the incident recording the date, time, and location of the incident, a description of what has happened, the names of the witnesses and/or the names of any individuals mentioned or involving in the incident.
5. Notify the trusted persons about the incident immediately.
6. Discuss the incident with the relevant authority and report the issue to the advisors or the reporting unit. In this regard, friends can be considered consultants and might accompany the victims while addressing the issue.
7. In cases where the victims are embarrassed/afraid, a person authorized by them can address the issue on their behalf.

Guidelines for initial response to the incident

Unofficial methods shall be implemented first to resolve issues regarding sexual harassment.

1. Actions that must be taken by the victims of sexual harassment

1.1 If the victims can personally address the issue, speak/write to the perpetrator to inform them of their unacceptable behavior and request them to stop. The victim might ask their friends to be present with them or to address the issue on their behalf.

1.2 If the victims cannot address the issue on their own, the following procedures shall be implemented.

For students

- Seek assistance from the advisors after the incident and request for them to coordinate with the relevant authority on your behalf.

- Seek assistance from the relevant authority and request for a coordinator to assist in facilitating a meeting or negotiation between the involved parties to reach an unofficial conclusion, or a mediator to help settle the issue.

For personnel

- Seek assistance from the superior officer after the incident and request them to coordinate with the relevant authority on your behalf.

2. Actions that must be taken by the responsible authority

2.1 In the case of a complaint against a student, the affiliated faculty/institute of the accused student shall proceed with appropriate disciplinary actions based on the regulations of Mahidol University regarding student discipline.

2.2 In the case of a complaint against an employee, the affiliated faculty/institute of the accused employee shall proceed with appropriate disciplinary actions according to the regulations of Mahidol University regarding the ethical conduct of the university's students and personnel, or the regulations of Mahidol University regarding disciplinary regulations, investigations, and penalties.

2.3 The responsible authority must keep any information regarding the reported issues confidential.

2.4 Provide protection to the complainant against bullying and any actions that may affect their education, employment, or personal life.

2.5 Provide advice and support to both the complainant and the accused equally without presuming guilt on the accused until the allegation has been proven true.

Internal reporting channels

For students

- Advisors
- The faculty/institute's Division of Student Affairs
- Student Discipline Unit, Division of Student Affairs, Mahidol University
Telephone: 02 849 4504
- Student Council, Mahidol University

For personnel

- Division of Legal Affairs, Office of the President
- The website for reporting complaints, Division of Legal Affairs at <https://op.mahidol.ac.th/la/ombudsman-cc/> (Referenced from the Announcement of Mahidol University regarding Mahidol University's Human Resource Management for Sustainable Development)
- Foreign personnel can file their complaints to International Affairs Office (IAO) via email at muiao@mahidol.ac.th

Reporting channels/methods

Faculties/institutes should provide channels for reporting complaints, such as via telephone, mail, email, a website, and a complaint box.

1. Students and personnel can personally make a report or assign another person orally or in writing to make a report on their behalf via telephone, mail, email, a website, or a complaint box.

2. Students and personnel should make a report to the internal reporting unit and wait until the process is complete. If no action is taken, they may report the incident to other relevant authorities.

Guidelines for prevention and support for students

Guidelines for prevention and support for students in cases of sexual harassment include the following:

1. **For student discipline**, Student Discipline Unit, Student Services and Welfares Section, Division of Student Affairs is responsible for

1.1 Publicizing via the online communication channel of the Division of Student Affairs to raise awareness and conscience about the issue among students and to discourage any acts of sexual harassment and acknowledge that sexual harassment is a disciplinary offense with being expelled from the university as the highest penalty.

1.2 Receiving reporting and complaints and provide preliminary disciplinary advice to students in cases where they are unaware of the procedures involving the issue of sexual harassment before coordinating with the student's faculty/institute or the Division of Legal Affairs for further appropriate actions.

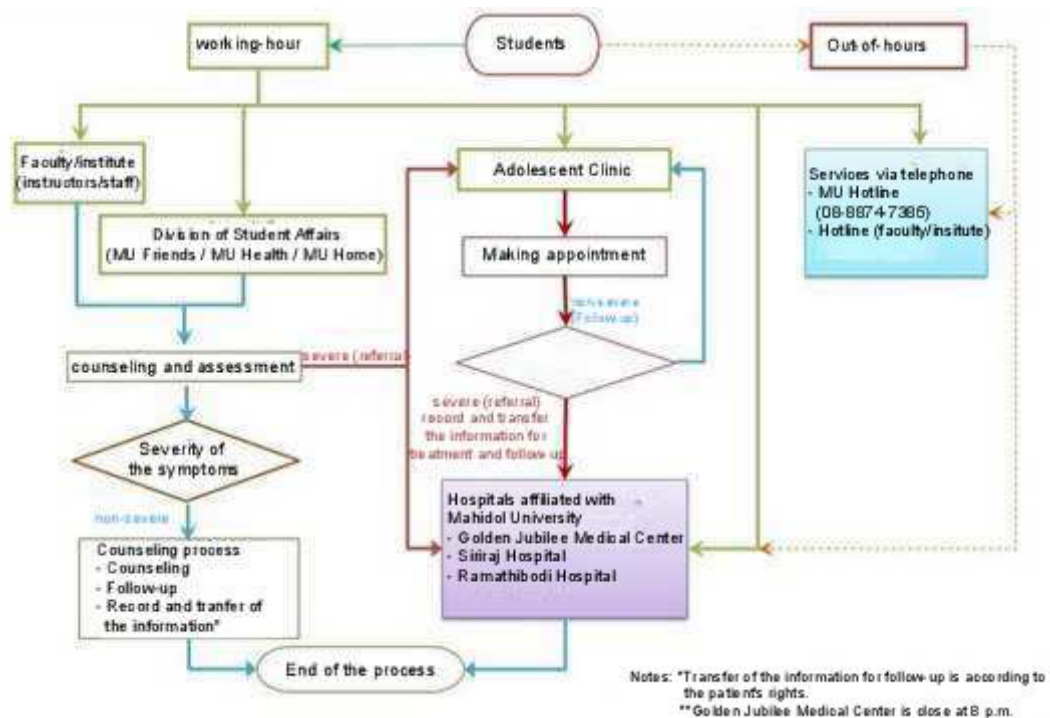
2. **For physical health**, MU Health Unit, Student Services and Welfares Section, Division of Student Affairs is responsible for

2.1 Providing preliminary advice in cases where there is physical harm resulting from an act of sexual harassment, such as rape. Recommending the students to seek immediate medical check-up at a hospital to prevent pregnancy or other sexually transmitted diseases as well as advise them to consult with a doctor on self-care and self-observation.

2.2 Providing advice on basic self-care and self-observation to the students and appropriate follow-up.

3. For mental health, MU Friends Counseling Unit, Student Services and Welfare Section, Division of Student Affairs provides a system to support the mental well-being of Mahidol University's students, including cases of impacts on the mental well-being as a result of sexual harassment both in normal circumstances and emergencies, and maintain follow-up monitoring of the situation for the time being.

The mental health support system for Mahidol University's students



The mental health support system for Mahidol University's students provides both working-hour and out-of-hours services.

1. During working hours, students can request the services via the following channels:

1.1 **Instructors or staff members in the student's affiliated faculty/institute.** In case the instructors or staff members are unable to provide counseling, they may coordinate with MU Friends Counseling Unit, MU Health Unit, or MU Home Unit under the Division of Student Affairs as seen appropriate. In cases where the instructors or staff members can provide counseling or assess the symptoms, they may take preliminary actions. If the symptoms are deemed non-

severe, they should proceed with counseling, monitoring the symptoms, recording the situation, and transferring the information to relevant parties. If the symptoms are deemed severe, they should 1) refer the student to the Adolescent Clinic by appointment. If the Adolescent Clinic assesses the symptoms as non-severe, the clinic may proceed with counseling and monitoring the symptoms. On the other hand, if the symptoms are considered severe, the student should be referred to a hospital affiliated with Mahidol University, such as Golden Jubilee Medical Center, Siriraj Hospital, or Ramathibodi Hospital based on the healthcare treatment rights of the student, or 2) directly refer the student for treatment at a hospital affiliated with Mahidol University, such as Golden Jubilee Medical Center, Siriraj hospital, or Ramathibodi Hospital based on the healthcare treatment rights of the student.

1.2 MU Friends Counseling Unit, MU Health Unit, or MU Home Unit under the Division of Student Affairs depending on the situation. The units can provide preliminary counseling and assessment of the symptoms. If the symptoms are deemed non-severe, they should proceed with counseling, monitoring the symptoms, recording the situation, and transferring the information to relevant parties. If the symptoms are deemed severe, they should 1) refer the student to the Adolescent Clinic by appointment. If the Adolescent Clinic assesses the symptoms as non-severe, the clinic may proceed with counseling and monitoring the symptoms. On the other hand, if the symptoms are considered severe, the student may be referred to a hospital affiliated with Mahidol University, such as Golden Jubilee Medical Center, Siriraj Hospital, or Ramathibodi Hospital based on the healthcare treatment rights of the student, or 2) directly refer the student to be treated at a hospital affiliated with Mahidol University, such as Golden Jubilee Medical Center, Siriraj hospital, or Ramathibodi Hospital based on the healthcare treatment rights of the student.

2. For out-of-hours services, students can request services through the MU Hotline operated by the Division of Student Affairs, which is available 24 hours a day at 088 847 7385. Psychologists and trained professionals in counseling are available to provide services, make referrals, and monitor the symptoms of each case. Additionally, students can also request services through the Hotline of their affiliated faculty/institute, which is available according to their specific operating hours.

Guidelines for prevention and support for personnel

Investigations into complaints will be conducted by the committee to investigate and adjudicate the complaints. If the personnel need legal consultation, they can directly contact the Division of Legal Affairs, Office of the President. The procedure must be performed confidentially, by legally protecting the complainant, information providers, and the witnesses.

(Referenced from the Announcement of Mahidol University regarding Mahidol University’s Human Resource Management for Sustainable Development)
