

# *Workplace Bullying*

## *What You Can Do About It*



CommunityLinks

Some workplaces have anti-bullying policies in effect. If your workplace has one, follow it. Speak to your supervisor or human resources staff to find out what steps to take. If the bully is your supervisor, speak to their manager.



Boys & Girls Club  
of Airdrie

Speak to the bully if you are comfortable doing so. Tell the bully how the behaviour is affecting you and why it's unacceptable. Ask for support from a coworker or manager if you need it.

Do not retaliate. Walk away if you need to.

Keep a record of events, including the date, time, witnesses, the issue and the outcome. Save emails, memos or text messages you receive from the bully.

Be as calm as possible when you talk to the bully. Ask coworkers to be present if you do not feel safe being alone with the bully. Stay connected to your other coworkers.

Workplace bullying can affect everyone. Physical, mental, emotional and financial well-being can suffer. If you, or someone you know is affected by workplace bullying, seek help.

Go to [alis.alberta.ca](http://alis.alberta.ca) for more information.