

## 認識你的權利

性騷擾是屬於違法行為。大學絕不容許任何性騷擾的行為。香港特別行政區於1996年已通過《性別歧視條例》以保障你免受到性騷擾。

### 注意：

倘若你認為被人騷擾，最好將事情記錄下來，這樣會幫助你準確記憶事情的經過。

## Know Your Rights

Sexual harassment is a civil offence under the law. The University will not tolerate any sexual harassing acts. You are also protected against sexual harassment by the Sex Discrimination Ordinance ("SDO") enacted in 1996 by the HKSAR Government.

### NOTE:

If you think you are being harassed, it is important to keep a record of the incidents so that you can recall accurately what has been happening.

大學會慎重處理所有關於「性騷擾」的投訴，整個過程會予以保密。

All incidents of sexual harassment complaints shall be treated with the utmost sensitivity and confidentiality.

請掃描以下圖碼查看詳情  
For more information, please refer to QR codes



香港浸會大學處理歧視或騷擾投訴的政策指引  
HKBU Procedure on handling complaints on discrimination / harassment



如何處理性騷擾單張  
Leaflet on How to handle Sexual Harassment



舍堂教育組聯繫方法  
Contact of Hall Life Education Team

## 何謂性騷擾？

- 任何不受歡迎的性要求、涉及性的行為或行徑，令受騷擾者感到被冒犯、侮辱或受到威脅。

性騷擾亦包括在工作或學習地方作出與性有關的言論或行為，或展示與性有關的圖象，營造了一個在性方面有敵意的工作或學習環境。

## 以下是一些可能屬性騷擾的例子：

- 有人對你的外表作出與性有關的評論，令你感到被冒犯或侮辱；
- 有人對你或在你周圍說與性有關的笑話或其他事情，你感到討厭；
- 有人對你作出不受歡迎並涉及性的行為；
- 有人不顧你的反對，仍然去觸摸、擁抱或撫摸你；
- 有人在工作或學習的地方向你展示或掛上淫褻的圖片，你感到不舒服；
- 有人對你提出不受歡迎的性要求，以換取較優惠的待遇，例如向你暗示在性方面予以合作或容忍其性要求會有助提高你的學業成績。

## What is SEXUAL HARASSMENT?

- Any unwelcome sexual advances or behavior or conduct which is offensive, humiliating or intimidating.
- It can be a place of work or study where there are actions, languages or pictures that are of a sexual nature which make it hard for you to do your work or pursue your study. This is called a "sexually hostile or intimidating environment".

## Examples of Possible Sexual Harassment

- Someone said something sexual about how you look which is offensive or intimidating to you;
- Someone made sexual jokes or said sexual things to you or around you that you did not like;
- Someone acted towards you in an unwelcome sexual manner;
- Someone touched you sexually when you did not want it, like patting, hugging, deliberately brushing up against you;
- Someone showed you or put up pornographic pictures, making sexually derogatory or stereotypical remarks in the place of work or study or in the hostel that made you embarrassed;
- Someone makes unwelcome sexual requests in exchange for preferential treatment, e.g. suggestions that sexual cooperation or the toleration of sexual advances may help improve a student's academic grades.

## 如果你受到性騷擾，你可以怎樣做？

### 出言拒絕

叫騷擾者停止，拒絕騷擾者對你的性要求。如果再發生同樣的事情，可考慮發信給騷擾者叫他停止，並保留一份信件的副本。

### 記錄所有發生過的事情

記錄事情發生的日期、時間和地點，某人曾經對你說過那些話，他有沒有觸碰過你，你被觸及的部位，以及其他在場的人。把這些資料保存一份在家，因為如你要作出投訴時，這些資料會很有用。

### 尋求支援

有些人會因為受到騷擾而影響情緒或引起身體不適，例如感到頭痛或有嘔心的現象。你應該保重自己，並向朋友、家人、同事或同學尋求協助與支持。

## 校園內你可以尋求協助的人仕

你可以向老師或是系主任/學科主任、舍監、上司/部門主管、輔導員、或大學平等機會委員 (EOA) 尋求協助，他們可以提供建議和指導。

如果你知悉或是目擊騷擾事件，你應向以上人仕舉報。假如投訴/事件涉及學生，應通知學生事務處 (SA)。

假如投訴人或被投訴人 (即投訴中被指稱的騷擾者) 屬於教職員，則應通知人力資源處 (HRO)。

學生應將投訴/事件報告寄往 [eop-sa@hkbu.edu.hk](mailto:eop-sa@hkbu.edu.hk)，專責的學生事務處職員將會跟進。教職員應將投訴/事件報告寄往 [eop-hro@hkbu.edu.hk](mailto:eop-hro@hkbu.edu.hk)，專責的人力資源處職員將會處理。

## How to Deal With Sexual Harassment?

### What You Can Do

#### Say "NO"

Tell the harasser to stop. Tell the harasser that you do not want the sexual attention. If it happens again, you may consider sending a letter telling the harasser to stop, and keep a copy for yourself.

#### Write Down What Happened

Record the date, time and place. Include what the person said to you. If the person touched you, write down where you were touched and who was there. Keep a copy of these notes at home. They can be useful if you decide to lodge a complaint.

#### Get Support

Some people may feel depressed or have other physical conditions such as headache, nausea etc. because of the harasser. Take care of yourself. Get support from friends, family, fellow colleagues or students.

## Whom You Can Approach On Campus

You may approach your teacher or department/programme head, Resident Hall Master, your supervisor/ head of office, a counsellor, or an Equal Opportunities Adviser (EOA) of the University who may offer advice and guidance to you.

If you have knowledge of or witnessed harassment incidents on others, you may report these incidents to the above same parties.

If the incident involves students, the Office of Student Affairs (SA) should be informed. In case a member of staff is a complainant or a complaine (ie. one being complained), the Human Resources Office (HRO) should be informed of the incident.

Students shall file their complaint/incident report to [eop-sa@hkbu.edu.hk](mailto:eop-sa@hkbu.edu.hk) which will be directed to the responsible SA officers. Staff members shall file their complaint/incident reports to [eop-hro@hkbu.edu.hk](mailto:eop-hro@hkbu.edu.hk) which will be directed to the responsible HRO officers for handling.