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**VOICING
OUR VALUES 2013**



2013 Annual Awareness Training Case 8: EEO Training Scenario It's OK, Until It's Not OK



Sandia National Laboratories is a multi-program laboratory managed and operated by Sandia Corporation, a wholly owned subsidiary of Lockheed Martin Corporation, for the U.S. Department of Energy's National Nuclear Security Administration under contract DE-AC04-94AL85000.

EEO – It's OK, Until It's Not OK

Main Characters

- Barbara, a Sandian (*Red*)
- Fred, a Sandian (*Green and Yellow*)
- Bill, Manager of Barbara and Fred (*Blue*)

Setting the Scene

Barbara is a recent hire for the Labs. She works as an administrative support employee in the same department as Fred. Fred is a professional staff member who has worked at the Labs for more than 20 years. Barbara and Fred have become friends in the workplace, joking and teasing each other at times. They do not hang out after work, but have gone to the cafeteria for lunch. Their conversations usually center around their weekend activities and mutual interests.

Building the Action

As time goes by, Barbara's and Fred's conversations have become more casual and broached topics that may be inappropriate for the work environment. From time to time Fred sends emails to Barbara just to say, "Hi," or will forward a funny joke or cartoon to her email. Barbara feels a bit awkward at times, but says nothing – she's new to Sandia and doesn't want to cause any problems.

One day while working together to clean up a file room, Fred made a remark to Barbara that she looked "sexy" in her jeans. He then reached over and touched Barbara's shoulder.

Barbara was bothered by Fred's behavior and comments but she didn't say anything. She then left the work room, stating that she had lunch plans. After that, Barbara began to avoid Fred, turning down his requests for lunch.

Barbara, a Sandian (*Red*)
Fred, a Sandian (*Green & Yellow*)
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Discussion

- *What are the possible issues or concerns raised in this scenario?*
- *Which Sandia value is most significant in this scenario...and why?*
 - *Serve the Nation*
 - *Deliver with Excellence*
 - *Respect Each Other*
 - *Act with Integrity*
 - *Team for Great Results*
- *Discuss specific examples of how one or more of the following techniques could be used to voice and/or resolve the concern(s).*
 - *Ask Questions*
 - *Obtain Data*
 - *Talk to Others*
 - *Reframe the Issue*

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Discussion (Continued...)

- At what point in the scenario might Fred's actions need to be reported?
- Could Barbara just ignore what Fred did?
- What could have been done to avoid this situation?

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Conclusion

Barbara decided to talk to Fred. She explained that she wanted to have a professional relationship only and that his previous comments made her uncomfortable. Fred listened. A couple of weeks later, Barbara was sitting at her computer when Fred approached her from behind and began to massage her shoulders. He said he missed their interactions and asked her to lunch again. Barbara declined to go to lunch with Fred, and she decided to inform her manager. She went to Bill and told him what had occurred and that she didn't want anything bad to happen to Fred.

Bill let Barbara know that he would have to take action to address the issue. He immediately contacted his HR Business Partner (HRBP) and reported the situation. The HRBP then contacted EEO to assess the need for an investigation.

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QUESTIONS??

If you are in a situation where you are experiencing unwanted behaviors, **tell someone**. Here are your corporate resources:

Corporate Resources:

- Human Resources Business Partners
- Your Manager
- EEO & AA Services
- Ethics & Corporate Investigations
- Corporate Ombuds

References:

- HR100.5.5, Foster a Harassment-Free Workplace