



## TOP 10 TIPS FOR EMPLOYERS

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### Recognise the problem:

1. Look for sudden changes in behaviour and/or changes in the quality of work performance for unexplained reasons
2. Look for changes in the way an employee dresses i.e. excessive clothing on hot days, changes in the amount of make-up worn (general appearance)

### Respond:

3. Believe an employee if they disclose experiencing domestic abuse and/or stalking – do not ask for proof
4. Reassure the employee that the organisation has an understanding of how domestic abuse may affect their work performance and the support that can be offered

### Provide support:

5. Divert phone calls and email messages and look to change a phone extension if an employee is receiving harassing calls
6. Agree with the employee what to tell colleagues and how they should respond if their ex/partner telephones or visits the workplace
7. Ensure the employee does not work alone or in an isolated area and check that staff have arrangements for getting safely to and from home
8. Keep a record of any incidents of abuse on the workplace, including persistent telephone calls, emails or visits to the workplace
9. Put up domestic abuse helpline posters on the back of toilet doors (men & women's)

### Refer to the appropriate help:

10. Have a list of the support services in your area and refer employees to appropriate organisations that deal with domestic abuse/stalking.