



Where to seek assistance with concerns of harassment, bullying or discrimination

As a first step, all BCIT community members should consider raising their concerns directly with the person whose behaviour, comments, or actions are concerning.

- This is strongly encouraged, but not mandatory.
- Do this only if you feel safe doing so.
- The best way to approach this is by objectively describing the behaviour, comments, or action that concerned you along with the impact it had on you. Do this without making assumptions about their intent. You can find additional information about how to effectively provide this feedback on the [RDI website](#).
- Often the other person will be unaware of the impact their actions or comments had on you until you tell them.
- Many times, this is the quickest and easiest way to address concerning behaviour.
- However, even if the situation is resolved to your satisfaction, consider documenting the incident in case the issue should reoccur in the future. This can be as simple as sending yourself an emailing outlining what occurred, by whom, when, and what steps you took to address it.

If speaking to the other party does not resolve your concern, or if you do not feel comfortable doing so you have many options for assistance.

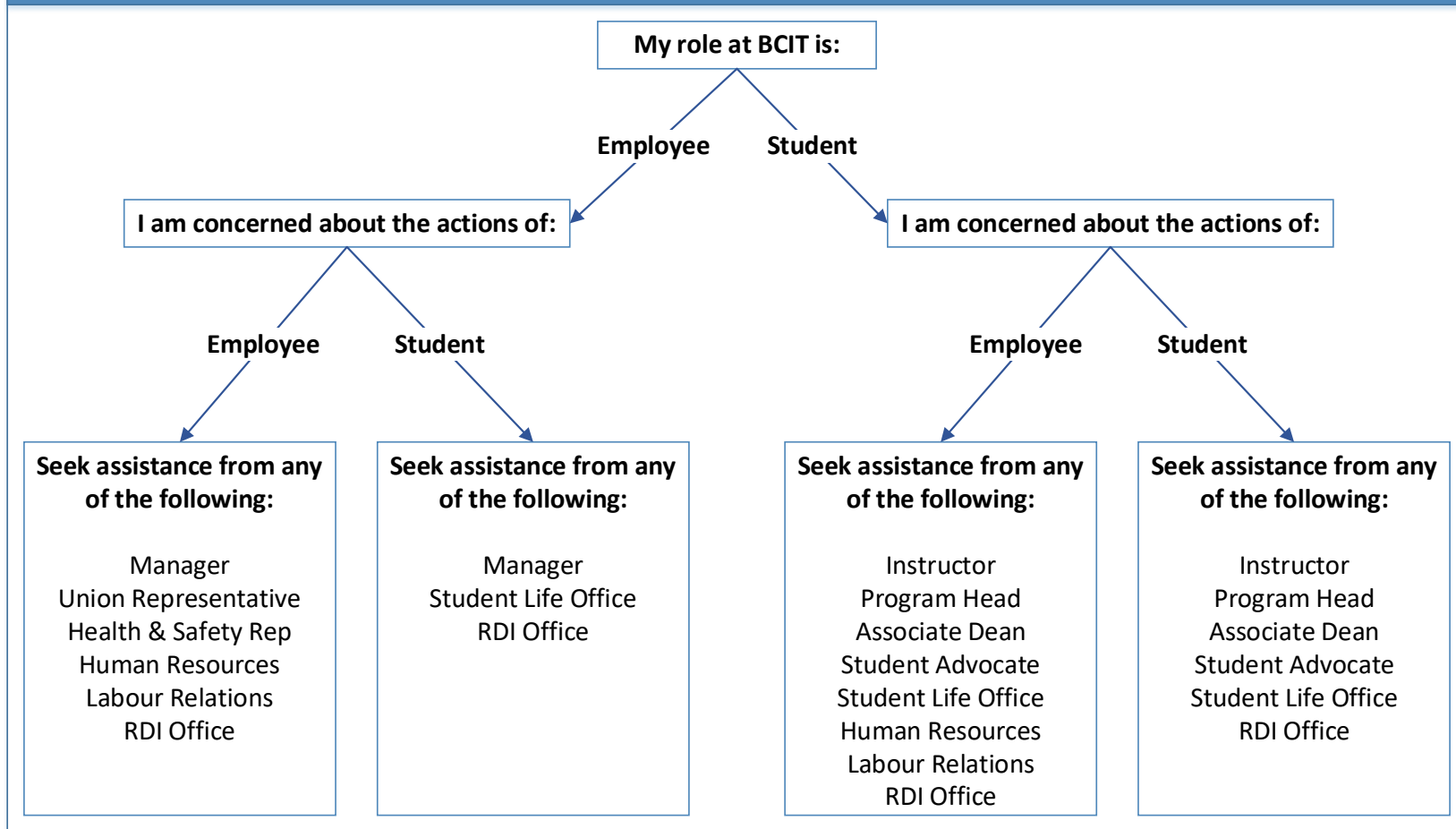
- You can use the chart on the following page to help you determine who you can speak to for information about how to address your concerns.
- Depending on the specifics of your concern, you may be provided with options to address the matter informally.
- However, in some cases you may prefer to pursue a [formal complaint](#).

The British Columbia Institute of Technology acknowledges that our campuses are located on the unceded traditional territories of the Coast Salish Nations of [xwməθkwəyəm](#) (Musqueam), [Skwxwú7mesh](#) (Squamish), and [səlilwətaʔt](#) (Tsleil-Waututh).

SEXUAL VIOLENCE & MISCONDUCT

Anyone with a complaint of [Sexual Violence & Misconduct](#) can also seek assistance from the Sexual Violence and Misconduct Response Team.

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Frequently requested contact information:

- [Human Resources](mailto:hrrassist@bcit.ca) 604-432-8384 hrrassist@bcit.ca
- [Student Life Office](mailto:student_life@bcit.ca) student_life@bcit.ca
- [Respect, Diversity, and Inclusion](mailto:respect@bcit.ca) 604-432-8409 respect@bcit.ca
- [BCITSA Student Advocacy](mailto:advocacy@bcitsa.ca) 604-432-8600 advocacy@bcitsa.ca