



# DANDELION INITIATIVE

## **Staff and Community Online Safety Scan Activity #1**

This is an offering that is adaptable, within reason. The intention of using this scan is to help you assess how staff are feeling working online or remotely.

**Even if you do not continue remote working, consider adapting this tool to your physical office space.**

We suggest you ALWAYS make this an anonymous form or feedback collection process to capture the most authentic responses.

Remember many survivors or people with less presumed privilege know that it is often safer to stay quiet unless the environment and leadership are demonstrating inclusive and intersectional practices.

We are going to be sharing the example through google forms, which can collect private and anonymous feedback.

## **You can ask questions in the form like:**

1. What do you need to feel safer online during work?
2. What has been the most challenging transition to using zoom and online platforms for communication?
3. Have there been times when you felt unsafe online?
4. Have you noticed that you are being treated more poorly by other co-workers/management?
5. Have you noticed that you are experiencing an increase in harm or abuse from clients/service users?
6. Does this harm or abuse happen at specific times or generally?
7. Do you feel comfortable if you were given a chance to disclose incidents of online harassment or harm to your manager/supervisor/board?
8. What resources would you like to access to make working from home safer?
9. What norms can we establish for our online sessions to mitigate or prevent harm or harassment?

10. Would you be open to signing a code of conduct for all staff on Safer Online Best Practices to prevent and respond to harassment or gender-based violence?