

SEXUAL VIOLENCE AND HARMFUL AND INAPPROPRIATE SEXUAL BEHAVIOUR PROTOCOL FOR THOSE WHO WITNESS OR RECEIVE A DISCLOSURE

1.0 WHAT TO DO IF YOU WITNESS HISB

Intervening Ethical behaviour that reinforces mutual trust, respect, and dignity is expected from everyone at the College. Even as a bystander you can help stop sexual violence and HISB.

Some of the ways you can intervene are as follows:

- come to a victim's defence and offer support if you witness sexual harassment;
- call the police if you witness sexual assault;
- tell the police if you see anyone adding something suspicious to another person's drink;
- check in with your friends and any vulnerable individuals to see that they get home safely;
- say "no" if anyone tries to share private texts or snapchats they've received; and
- voice your disapproval of and refuse to join degrading conversations that keep sexism and HISB alive.

Contacting Authorities Contact the proper authorities in emergencies and/or when you are not comfortable directly intervening. If you witness HISB and want to speak to someone directly for assistance, you may also contact the College Security Advisor at 613-541-6000 x 6462 or the Security Control Centre, x 3652.

A number of other resources are available to you, both on and off-campus:

- Royal Military College Chaplains: 613-541-6000 x 6284 or x 6204
- Sexual Misconduct Response Centre: 1-844-750-1648
[Monday to Friday 7 a.m. to 5 p.m.]
- Sexual Assault Centre Kingston - SACK (24/7): 613-544-6424
- Member Assistance Program/Employee Assistance Program (24/7): 1-800-268-7708

2.0 WHAT TO DO IF SOMEONE DISCLOSES ALLEGATIONS OF HISB

Dealing with a Disclosure A survivor may choose to confidentially reveal an incident of HISB to someone that they trust in order to seek support and/or guidance without report. Survivors are not required to report an incident of HISB in order to

obtain supports and services from Royal Military College. Confidential disclosure that does not automatically lead to a formal report is the foundation of providing respectful, survivor-led support.

Please note: CAF members (excluding those listed below as confidential supports) are in a position that places limits on their confidentiality, as they have a professional obligation to report incidents of sexual misconduct.

A supportive response involves listening to the discloser and referring him or her to appropriate resources:

Listen:

- If the discloser is experiencing a life-threatening emergency, call 911;
- Listen calmly to the discloser without making any judgmental comments;
- Let the discloser know that you believe them and remind them that the sexual assault was in no way their fault;
- Protect the discloser’s confidentiality and tell them immediately about any limits to your confidentiality—for example, if you have a professional duty to report incidents of HISB—if you cannot protect the discloser’s confidentiality and they want confidential support, please see the “Refer” section below for contacts;
- Refrain from giving advice, such as—
 - “If I were you, I would...”,
 - “You have to tell your roommate/parents/police/other person what happened...”,
 - “If you don’t report it, it will happen again...”; and
- To the extent of your legal obligations, respect the discloser’s right to choose the services they feel are most appropriate and to decide whether to report to the police and/or the chain of command.

Refer:

- Refer the discloser to resources that can provide medical help:
1. ON CAMPUS/CFB KINGSTON [Monday to Friday 7:30 a.m. to 4:30 p.m.]:
 - 33 CF Health Services Centre, CDU 3: 613-541-5010 x 3232 or in an emergency: 613-541-5010 x 5330
 - Mental Health: 613-541-5010 x 5776
 2. IN THE KINGSTON COMMUNITY:
 - Sexual Assault/Domestic Violence Unit, KGH (24/7): 613-549-6666 x 4880 Survivors should call as soon as possible for STI prevention and care for injuries and for medical evidence collection

- Refer the discloser to resources that can provide **confidential, professional counselling and support** (and possible workplace and/or academic accommodations):
 1. ON CAMPUS/CFB Kingston:
 - Chaplains: 613-541-6000 x 6284 or x 6204
 - 33 CF Health Services Center - CDU3: 613-541-5010 x3232 or x5330
 - Mental Health: 613-541-5010 x 5776
 2. IN KINGSTON:
 - Sexual Assault Centre Kingston 24/7 Crisis Line: 613-544-6424
(or 613-548-4834 – victims’ services)
 3. NATIONALLY:
 - CAF Sexual Misconduct Response Centre: 1-844-750-1648
[Monday to Friday 7 a.m. to 8 p.m.]
 - Member Assistance Program/Employee Assistance Program (24/7): 1-800-268-7708

The following resources are available to those who wish to **report** and be **supported**:

- Chain of Command / OOD (613 453-5007) / DFO (613 483-9475)
- Canadian Forces National Investigation Service - Ontario Office: 1-866-698-1119
- Military Police: 613-541-5648
- Kingston Police: 613-549-4660