



The IFJ's two-day Gender Safety Workshop

DAY 1

9:30 – 10:00	Session 1: Introductions, expectations, icebreaker
10:00 – 11:30	Session 2: Gender equity: prioritising the issues
11:30 – 11:45	Break
11:45 – 12:30	Session 3: Accepting Difference, Dealing with Discrimination
12:30 – 13:30	Lunch
13:30 – 14:30	Session 4: Journalists Rights & Gender Safety
14:30 – 15:15	Session 5: Combating sexual harassment at the workplace
15:15 – 15:30	Break
15:30 – 17:00	Session 6: Gender mainstreaming: Making your own gender analysis
17.00 – 17.30	Session 7: Recap expectations, agenda for tomorrow and close



Gender Equity: Prioritising the issues

IFJ Gender Charter and Gender-Sensitive Indicators for Media

1. Women in journalism
2. Women in the union
3. Equal pay for work of equal value
4. Portrayal of women in the media
5. IFJ women network
6. Women in the IFJ
7. Access to training

UNESCO Gender-Sensitive Indicators for Media

Category A: Actions to foster gender equality within media organisations

1. Gender Balance at decision-making level
2. Gender equality in work and working conditions
 - a. Equal treatment and recognition of capacities for women and men in the workplace
 - b. Safe working environment for women and men
 - c. Equal pay
 - d. Work-life balance
3. Gender equality in unions, associations, clubs or organisations of journalists, other media professionals and media self-regulatory bodies
 - a. Equal presence and participation in decision-making of women leaders in these structures
 - b. Gender mainstreaming in all the activities of these structures
 - c. Structures which promote gender equality in the workplace
 - d. These structures integrate gender awareness into media practice through adoption of policies and uptake of initiatives to promote gender consciousness with regard to enhancing diversity in the media
4. Media organisations promote ethical codes/editorial politics in favour of gender equality in the media content
5. Gender balance in education and training



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**Category B: Gender portrayal in media content
News & Current Affairs:**

1. Balanced presence of women and men- reflecting the composition of society, and human experiences, actions, views and concerns, in media coverage of news and current affairs
2. Fair portrayal of women and men through elimination of stereotypes and promote of multi-dimensional representation/portrayal
3. Coverage of general equality and equity issues as an important and integral part of the media's acknowledged role as a watchdog of society
4. Evidence of gender consciousness in different types of editorial content
5. Evidence of accurate and holistic understanding of gender-based violence in all its forms as an intentionally recognised violation of human rights

Advertising

1. Fair portrayal of women and men in commercial messages in the media
2. Identification of gender-based stereotypes in commercial messages in media



Journalists' rights and gender safety

WHAT ARE THE RIGHTS OF A JOURNALIST?

Journalists under most constitutional systems derive their rights from the protections afforded the right to free speech and expression. In the Universal Declaration of Human Rights, adopted by the U.N. General Assembly in 1948, free speech is a guarantee held out by article 19, which invests all with a very broad right:

“Everyone has the right to freedom of opinion and expression; this right includes freedom to hold opinions, without interference and to seek, receive and impart information and ideas through any media and regardless of frontiers”
(article 19 of Universal Declaration of Human Rights, adopted December 10, 1948)

This is a broad investment of rights that all persons enjoy, not just journalists.

The International Covenant on Civil and Political Rights, adopted by the U.N. General Assembly in 1966, added certain qualifications to article 19:

“The exercise of the rights provided for in paragraph 2 of this article carries with it special duties and responsibilities. It may therefore be subject to certain restrictions, but these shall only be such as are provided by law and are necessary:
(a) *For respect of the rights or reputations of others;*
(b) *For the protection of national security or of public order or of public health or morals”*
(from the ICCPR, article 19.3)

The Geneva Conventions are another international legal instrument that have a bearing on the rights of journalism, though again, the focus has a wider objective of protecting civilian life in situations of armed conflict.

Other rights for journalists include:

Journalists have the right to not be arrested, held in detention or exiled without a legal explanation.

- Universal Declaration of Human Rights, Article 9:
- UN International Covenant on Civil and Political Rights, Article 9 (1):

Journalists have the right to not be subjected to any form of torture or inhuman treatment.

- Universal Declaration of Human Rights, Article 5:
- “No one shall be subjected to torture or to cruel, inhuman or degrading treatment or punishment.”

Journalists have the right to hold opinions and express them in any means they choose, without obstruction by any party or government.

- Universal Declaration of Human Rights, Article 19:
- UN International Covenant on Civil and Political Rights, Article 19:



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Journalists have the right to form associations, unions, or peaceful assemblies, without interference.

- Universal Declaration of Human Rights, Article 20 (1):
- Universal Declaration of Human Rights, Article 23 (4):
- UN International Covenant on Civil and Political Rights, Article 21:
- UN International Covenant on Civil and Political Rights, Article 22:

Journalists situated in dangerous areas have the right to be considered as a civilian and treated as a non-combatant.

Protocol Additional to the Geneva Conventions of 12 August 1949, and relating to the Protection of Victims of International Armed Conflicts (Protocol I), Article 79 – *Measures of protection for journalists*

Recent developments in international standards and mechanisms:

The UN Human Rights Council Resolution A/HRC/21/12 on the Safety of Journalists adopted on 27 September 2012 – condemned in the strongest terms all attacks and violence against journalists and expressed its concern that there was a growing threat to the safety of journalists posed by non-State actors.

The UNHRC Resolution A/HRC/RES/12/16 on Freedom of opinion and expression, adopted in October 2009 recognises that the exercise of the right to freedom of opinion and expression is one of the essential foundations of a democratic society. It expresses concern that violations of these rights continue to occur against persons who exercise, seek to promote or defend these rights, including journalists, writers, and other media workers, Internet users and human rights defenders.

In 2011, the Special Rapporteur on the Situation of Human Rights Defenders also included a specific chapter on journalists and media workers

In 2012 the UN Special Rapporteur on Extrajudicial, Summary or Arbitrary Executions focused his report on the rights of journalists, in response to the alarming number of killings.

The UN Security Council adopted Resolution 1738 (2006) to condemn attacks against journalists in conflict situations and emphasizes the responsibility of States to comply with obligations under international law to end impunity and to prosecute those responsible for serious violations and that journalists, media professionals and associated personnel be considered civilians, to be respected and protected as such”.

The UN Plan of Action on the Safety of Journalists and the Issue of Impunity 2012 came out of broad consultations with the media, NGOs, governments and other UN actors. The UNGA resolution proclaimed 2 November as the International Day to End Impunity for Crimes against Journalists, and called on the Secretary General to annually report on follow up.

UNESCO leads the co-ordination of the Plan, in conjunction with the Office of the High Commissioner on Human Rights and the UN Secretary General’s office in New York. Among the countries where there is work under the auspices of the UN Plan are Nepal, Iraq, Pakistan, and South Sudan.



Journalist rights and gender safety

WHAT CONSTITUTES VIOLATION OF JOURNALIST RIGHTS?

Violations to journalists' rights are diverse and include a vast number of possibilities. Violations occur whenever a journalist is denied any right outlined in the previous sections. Several examples of violations to the rights of a journalist are included below:

- Murder, torture or kidnapping of a journalist
- The arrest of a journalist without reason
- The introduction of laws by a government that allow arbitrary arrest
- Searching media agencies without permits
- Death threats and harassment intended to silence a journalist through fear and self-censorship
- Imprisonment of a journalist without trial
- The confiscation of information or equipment belonging to a journalist without legal cause
- Attacks upon media outlets
- Violent interference with peaceful assemblies of journalists
- Government restrictions or censorship on media reports
- The targeting of an un-armed journalist by an enemy combatant
- The blocking of media coverage of by controls on visas or media passes or by government or armed forces
- The punishment of a journalist for a report that may have condemned a specific group, party, or government.
- Surveillance of a journalists' activities
- Impunity and non-prosecution of perpetrators
- Working conditions that do not consider the safety or well-being of media workers
- Sexual harassment, sexual assault and intimidation



Journalists rights and gender safety

Violence and Harassment against Women in the News Media: A Global Picture, IWFM-INSI, March 2014

Recommendations:

Preparation

- Need to be well-prepared and mitigate risks
- Does the story compromise your own personal safety
- Research field assignments; language, location, culture, customs
- Have cleared and detailed itinerary; carry important documents; leave travel information with a trusted person
- Carry out own risk assessment; develop contingency plan
- Carry out training and necessary equipment

INSI safety trainer and consultant Caroline Neil says if you “fail to prepare, you prepare to fail.”

Cultural Norms and Clothing

- Understand cultural norms and practices, especially for women journalists
- Be aware of how contacts, sources and general public may perceive you
- Culturally appropriate clothing is key

Situational Awareness and Emotional Response

- Maintain situational awareness and observation
- Pay attention to surroundings and people
- What are potential threats and dangers – how will you react?

Logistical Precautions and Staying Safe

- Personal security is a priority at all times
- Transport – ensure you use safe and trusted modes of transports.
- At night, sit close to the driver, avoid empty carriages and deserted stations
- Accommodation should be well-planned, avoid cheap hotels, staying on the ground floor or in rooms with balconies. Keep doors and windows locked, never open the door to strangers
- If you suspect been followed, stay in busy locations
- Avoid walking down deserted lanes
- Develop a plan for someone breaking into their room, consider carrying a legal form of self defence
- Always have a plan!

Communications and Networks

- Develop check-in protocols with a trusted person, always establish set times and a clear contingency plan
- Write down contacts in case phone/computer are damaged
- Be careful with sharing details with people
- Be careful online profile does not compromise security and safety – including geo-locators on computers and phones



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Health and First Aid

- Travel with a first aid kit and know how to use it

Different Landscapes and Changing Needs

- Journalists should develop tailored safety plan, adapted to suit the environment

Harassment, Attack and Sexual Violence – If It Happens

- Make it clear you will not tolerate inappropriate behaviour
- If necessary have a cover story – “I am waiting for my husband”
- Consider standing with a mixed sex group if waiting alone
- If you think you are being followed, go somewhere busy and if possible inform someone
- Carry a whistle or rape alarm that is accessible
- Think of everyday items, such as hairspray that can be a weapon
- If you are subjected to sexual assault or violence, seek medical help as quickly as possible. Be aware that you may go through a range of emotions, so consider seeking emotional support immediately



Sexual harassment at the workplace

Why do some women remain silent about sexual harassment at the workplace?

- Sexual Harassment is often not recognised as a violation. Those subjected to sexual harassment may believe that such treatment is “normal” in that environment. Only rape and causing serious bodily harm are considered an occasion to refer to the authorities.
- Those complaining may be made to feel prudish, not “cool”, or spoilsports, told to “get over it”, “forget it”, or “grow up” or that they are making an issue over nothing.
- The victim may feel guilt and shame, and somewhere believe that it is her own fault, or that she might have provoked the harasser.
- The target of sexual harassment fears retribution and retaliation by the harasser, and may feel that complaining may make it worse.
- A feeling of helplessness that nobody is willing to listen or will believe her, especially if the harasser is a person in power, who is considered very “respectable”.
- A feeling of isolation since very few colleagues/co-students are usually willing to come forward and testify, or support the complainant for fear of their own safety/jobs/position.
- Women who live in away from home in working women’s hostels or PG accommodation, are more vulnerable. Moreover, for women whose families are not very supportive of their career aspirations, the fear that their families may pull them out of college, or forbid them to live in a hostel/PG accommodation on their own, acts as a pressure to remain silent.
- The fear that their family will blame them, force them into an early marriage or they will bring shame upon their families also serves to silence many women who are sexually harassed.
- A lack of awareness or wrong advice about redressal procedures may also contribute to silence or delay in lodging a complaint. Insufficient internal mechanisms of redress
- Mistrust of the police and fear of further harassment Others said they were implicitly or explicitly discouraged from reporting harassment, as with an American crime reporter who was repeatedly harassed by a police officer. When she approached her editor about the officer’s behaviour, she was told “he does that to everyone” and urged to ignore it.



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- Fear of escalated harassment or job loss, as with an Australian respondent who reported harassment to her station manager, and was told “if I couldn’t stand the heat, I should get out of the kitchen.” She was soon fired and sent a harassing letter by the same manager. (IWMF study, 2014)
- One journalist said that when she was sexually harassed, the result of reporting the behaviour was “nothing. The employer accused me of having a relationship with my boss, and just being angry that it didn’t work out.” She added, “It was far more traumatic than if I hadn’t said anything.” (IWMF study)
- A few respondents said they were taken off beats or reassigned when they complained of sexual harassment. One journalist from India said reporting harassment “only made sure you were never given plum assignments. One is expected to take it as an inevitable part of the job.”



Sexual harassment at the workplace
Impact of sexual harassment

- Psychological consequences. An American journalist said, “I was overwhelmed by shame, humiliation and anxiety. I would sit in my office in a cold sweat.” A sense of mistrust and suspicion also begins to envelop those who have experienced sexual harassment at the workplace, especially over an extended period
- Emotional effects: low self-esteem, depression, extreme fear of men and being around them, ongoing trauma
- Physical Consequences: lack of appetite, lack of sleep, loss of libido
- Some women said they quit their jobs after experiencing repeated harassment, and a few said they relocated entirely.
- Respondents also said they made an effort to change their behaviour around others, including not making eye contact, not attending work social functions (when harassment occurred in the workplace)
- Several women report modifying the way they dress for work, or make an effort to present themselves as personally conservative.



Sexual harassment at the workplace

Tips to combat sexual harassment at the workplace

What can you do if you are facing sexual harassment at the workplace?

- Do not feel guilty or blame yourself. The man harassing you is entirely responsible.
- Do not ignore the problem. It will not vanish.
- Clearly and directly inform the harasser that his attentions are not wanted.
- Keep a diary of events and incidents. Save any objectionable notes, e-mails or photos as evidence.
- Try to enlist the help of witnesses.
- Talk about the harassment to colleagues and friends to get their support.
- If there is a Complaints Committee, make a written complaint.
- Make a written complaint to your senior/employer.
- If your boss is harassing you, make a complaint to the higher ups, e.g. the Board of Directors. Remember that the Supreme Court Guidelines makes it mandatory for them to take action.
- Publicise the matter, so that women co-workers can be cautious about the harasser. Use media publicity if necessary.
- Approach your union to take up the matter.
- Register a criminal case through the local police station.
- Above all, remember that you are entitled to a safe working environment free from sexual harassment, and can take all appropriate measures to attain this fundamental right.



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Day 1: Session 5: Handout 5

Sexual harassment at the workplace
Safety Tips: Women Working in War Zones

- Discuss particular needs for support and protection, and ensure they are met
- Be aware of the pressure women face
- Make explicitly clear that sexual harassment is unacceptable
- Always try to know as much information about your safety as possible
- Women journalists should have a say in who they work with
- Women journalists should have opportunity to train in self-defence
- Hostile environment training should identify women-specific challenges
- Ensure your body armour fits you
- Educate yourself on women-specific customs prior to assignment
- Free and confidential counselling should be available after assignment

INSI and DART

http://www.ifj.org/fileadmin/images/Gender/Gender_documents/Safety_Guidelines_for_Women_working_in_War_Zones_EN.pdf



Gender Mainstreaming: Making your own gender analysis

IFJ recommendations for gender equity in the media in the Asia-Pacific

Gender Equity in media organisations:

1. The media can and should lead by example on gender equity. As such, Asia-Pacific media organisations should adopt a **gender or equal opportunity policy** and ensure this policy is communicated to all staff and implemented as a matter of routine. Any policy should include provision for diversity and inclusiveness of marginalised groups and make requirements for gender equity awareness training for decision-makers at middle and senior editorial levels as well as top management. In-house gender committees are strongly recommended in media companies with over 500 employees to deal with complaints and issues, and to advocate for a more equitable working environment.
2. Positive action is needed to overcome direct and indirect discrimination at work. Media should conduct self-initiated but independent **gender assessments** of their organisations, including pay audits to determine pay gaps and differences in employment conditions and contracts. Such audits should guarantee anonymity, be transparent and participatory and acted upon with appropriate strategies.
3. Media companies should strongly consider implementing **affirmative employment strategies** to target more women in areas of media where there is obvious and apparent male domination, particularly in decision-making roles at executive and senior and middle editorial levels. Affirmative action is also required, *ad interim*, in newsrooms and other sections of media houses, to ensure the mentoring of junior women professionals and supporting and encouraging women from disadvantaged classes, castes and ethnic groups as well as women in regional, remote and conflict ridden areas.
4. Media companies must appreciate the impact and benefits of **family-friendly work conditions** on general well-being and satisfaction for all employees in the workplace. Media companies should work toward a goal of family-friendly work strategies including transport after late shifts, childcare arrangements, implementation of maternity and paternity leave provisions and flexible work arrangements for employees.
5. Sexual harassment is a violation of human rights and an unfair labour practice that must be aggressively eliminated. As such, there must be a strict policy of “**zero tolerance**” for sexual harassment in the workplace and an effective complaint mechanism put in place in every company. This policy should be reinforced through appropriate training such as workshops which promote gender sensitivity among workers.



6. There is a need to address the root causes underlying the gender insensitivity of the print and electronic media, such as ingrained perceptions and social and cultural values regarding women and girls; and to:
 - facilitate the implementation of a **gender-sensitive code of ethics** by media houses and professionals;
 - promote pre-service and in-service gender orientation for both men and women media practitioners;
 - Follow IFJ guidelines on reporting on violence against women.
7. Both male and female journalists need to be trained as **media gender perspective monitors**. Journalists, script-writers and presenters/anchors need to be provided with an alternative dictionary of gender-sensitive terminology, in order to counter sexist and derogatory language in common usage.
8. Media has a responsibility **inform and educate the public** in accordance with international conventions that gender equality is a fundamental human right and to:
 - highlight real-life issues and human rights deprivations faced by girls, women and disadvantaged communities;
 - demonstrate how women's contributions are essential to improving pay, work and conditions for society as a whole. This should include the contribution of women in the workplace and the changing role of women in decision-making and public life;
 - report on the negative impact of discriminatory laws, policies and retrogressive ideological and social-cultural attitudes, customs and practices.

Unions and associations:

9. Unions must take active steps to **increase women's union representation**. A quota system or media-based proportional representation will give women genuine representation in their unions and genuine participation. This will in turn enable unions to grow and strengthen, better advocate by attracting more women members and to enable capacity building of women in the media.
10. Unions should **amend constitutions and statutes** to make structures more "women-friendly" and commit to the promotion of gender equality in all union approaches. This should include reserve or additional seats for women on executive and decision-making bodies; a quota system for women's participation in congresses, executive bodies, committees, negotiation teams, education and training. Ultimately this will raise awareness of gender equality and women's issues among both female and male membership, develop solidarity, empower women and change conservative and traditional attitudes.
11. All unions should implement **union gender equity and model sexual harassment policies** based on policies already in place and operating in the region, for example, the SAMSN Charter on Gender Equity for Media and Journalism in South Asia that can also be proposed and adapted for media organisations.



12. Unions must create a **checklist for union action on gender equity** in workplace activity, action with employers and action with governments. This should include articles against sexual harassment in collective bargaining agreements and lobbying governments for improved sexual harassment legislation. Campaign aims should include regular salary reviews with employers, and promote the best practice in payment agreements, reduce gender gap etc.

Government, media, NGOs and civil society:

13. **Gender equity training** is both needed and wanted by both men and women media workers in the Asia-Pacific. A key strategy needed to improve the working environment for men and women, it will help people to better understand the issue and work to combat bullying, harassment and discrimination at work. More awareness is needed on gender equity the rights of people to an equitable working environment. This should have a focus on their corresponding wages, working conditions and entitlements.

Source: IFJ, 2015, *Inside the News: Challenges and Aspirations for Women Journalists in the Asia Pacific*



Gender Mainstreaming: Making your own gender analysis

ACTIVITY: Making your own gender analysis

Use the checklist below, either the whole list or relevant questions to help you to analyse your organisation. Develop a report based on your answers. Decide how to raise these points with the relevant decision making meetings in your union.

- **The Organisation's Policy** - Does the organisation have clear policy on all aspects of gender equality including policy to promote the integration of women?
- **Use of funds** - Is adequate funding provided to carry out all aspects of gender policy?
- **Procedures, putting policy into practice** - How is the gender policy put into practice, does it really guide all of your activities?
- **Understanding needs** - Are there significant gaps in your membership? How do you consult members? Do your consultation practices help you to understand the needs of women?
- **Decision-making** - When making decisions or setting priorities are women well represented? Do you routinely consider the impact of your activities on your women members?
- **Monitoring information** - Do you collect enough information about women and men to monitor activities by gender? Do you consult monitoring figures when making decisions? Do you regularly use this data to assess the effectiveness of your core activities?
- **Visibility** - Can a woman's voice be heard or seen in all your reports, speeches, meetings and publications?
- **Breaking down barriers** - Do you fully understand the barriers, which deter women from joining, taking part, speaking out or competing for leadership in your union?
- **Leadership** - Are men in leadership active in promoting change? How do you ensure men develop an understanding of gender issues?
- **Women's structures** - Are women's structures and representatives of women members fully integrated into union decision making structures?
- **Targeting** - Do you target your activities and services? Are women challenged to get more involved? Do you recognise that positive action may be necessary if you want just results?

[Source: ITUC, 2008, *Achieving Gender Equality: A trade union manual*](#)



Recap, check expectations

Ice-breaker: Stranded – the Team Building Version

Participants' optional items when stranded on a desert island.

1. Pack of 6 boxes x 50 matches
2. 1 crate of soft drink (12 litres in total)
3. 1 crate of bottled spring water (12 litres in total)
4. Clockwork transistor radio
5. Box of 36 x 50g chocolate bars
6. Short hand-held axe
7. 20m of 200kg nylon rope
8. Bag of 12 mixed daily newspapers
9. Bag of 20 fresh apples
10. Inflatable 4 person life-raft
11. Notebook and pencil
12. Whistle
13. Box of 50 night-light 6hr candles
14. Large full aerosol can of insect killer spray
15. Tri-band mobile phone with infrared port and battery half-charged
16. Small toolbox with hammer, screwdriver set, adjustable wrench, hacksaw, pen-knife
17. Small basic first-aid kit containing plasters, bandages, antiseptic ointment, small pair of scissors and pain-killer tablets
18. Gift hamper containing half-bottle champagne, large tin of luxury biscuits, box of 6 mince pies, 50g tin of caviar without a ring pull, a 300g tin of ham without a ring pull, 500g Christmas pudding
19. Travelling games compendium containing chess, backgammon and draughts
20. Box of size 8 women's promotional pink 'Barbie' branded fleece-lined tracksuits (quantity is half of each group/team size)
21. Laptop computer with infrared port, modem, unknown software and data, and unknown battery life
22. Roll of polythene sheeting (3m x 2m)
23. 1 bottle of brandy
24. Box of distress signal flares
25. Gallon container full of fresh water
26. Shovel
27. Hand-gun with magazine of 20 rounds
28. Box of 24 x 20g bags of peanuts
29. Box of tissues
30. Electronic calculator
31. Compass
32. Sewing kit
33. Torch with a set of spare batteries
34. Bag of 6 large blankets
35. Small half-full can of air freshener



The IFJ's two-day Gender Safety Workshop

DAY 2

9:00 – 9:30	Session 8: Recap day 1, agenda for today, icebreaker
9:30 – 10:30	Session 9: Safety in the Field: Gendering Standard Operating Procedures
10.30 – 10.45	Break
10.45 – 11:30	Session 10: Guest Speaker (Optional)
11.30 – 13.00	Session 11: Safety in the Field: Practical Tips
13:00 – 14:00	Lunch
14:30 – 15:15	Session 12: Campaigning for Equity & Safety (group work)
15:15 – 15:30	Break
15.30 – 17.00	Campaigning for Equity & Safety: Presentations
17:00 – 17:30	Session 13: Wrap up, evaluation and close



Safety in the field: gender standard operating procedures

The International News Safety Institute is dedicated to the right of all journalists to exercise their profession free from persecution, physical attack and other dangers to life and limb.

The [INSI Safety Code](#)

1. The preservation of life and safety is paramount.
2. No career should suffer as a result of refusing a dangerous assignment.
3. All journalists and media staff must receive hostile environment and risk awareness training.
4. Employers should ensure before assignment that journalists are fully up to date on the political, physical and social conditions in locations.
5. Employers must provide efficient safety equipment and medical and health safeguards
6. All journalists should be afforded personal insurance while working in hostile areas,
7. Employers should provide free access to confidential counselling for journalists involved in coverage of distressing events.
8. Journalists are neutral observers.
9. Governments and all military and security forces are urged to respect the safety of journalists in their areas of operation,
10. Security forces must never harass, intimidate or physically attack journalists about their lawful business.

<http://archive.newssafety.org/page.php?page=165>



Safety in the field: Practical tips
Sexual Assault preparedness

- Preparedness is key to avoid potential attacks
- Journalists need to be vigilant and spot danger signs
- Attacks often come without warning
- For example, if a journalist notices that some people in a crowd are paying undue attention to her, it is time to move.
- Journalists in hostile environments should work in teams as much as possible.
- Exit routes should always be planned in advance.
- The focus should be on deescalating an altercation, giving the journalist the time and opportunity to avoid confrontation and move away.
- Deterrence may involve simple hand and body manoeuvres that redirect an assailant while providing an opportunity to move aside and away.
- Consider carrying a basic phone that nobody would want to steal and have it pre-programmed with emergency numbers on speed dial.
- Drivers, fixers and other team members should be vetted. Establishing passwords or security protocols is a good precaution when making initial contact with a driver or fixer, such as being picked up at the airport.

Where possible, a journalist should cultivate relationships with local women and follow their lead. “If I am in a situation and there are no other women present, that’s usually a good sign for me that I need to be extra vigilant about my safety,” said one U.S.-based journalist.

Dealing with Trauma

In the aftermath of a sexual assault or other traumatic event, lining up a support network is important, and using that network is critical. Journalists who can find solace and social support will tend to do better in the long run.

- Journalists who experience sexualized violence may be more at risk for posttraumatic reactions
- Trying to make decisions and taking steps to feel as safe as possible can make one feel better.
- During any period of readjustment, being kind to yourself is important.
- Monitor yourself to assess if you are feeling out of control, or using drugs or alcohol differently, or experiencing problems that you had previously overcome.

It is important to recognize that although women are more likely to experience sexual violence and harassment, men do experience sexual forms of violence.

<http://www.iwfmf.org/recommendations/>



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Day 2: Session 11: Handout 2

Safety in the field: Practical tips
Increasing safety in the field

Suggested Preventive Measures:

- Physical security/self-defence training
- Check-in protocols
- Secure phone lines for reporting incidents.
- Secure transport to/from assignments
- Equipment (flak jackets fit for women, gas masks, pepper spray/small weapons/other deterrents)
- Flexible work hours so assignments do not extend late at night
- First-aid training
- Male fixers/drivers (vetted by news organisations)
- Interoffice security drills
- Trauma counselling
- Digital security training
- Setting up safe houses for journalists routinely reporting in hostile environments
- Assistance with temporary relocation



Safety in the field: Practical tips

Setting Boundaries, Saying No: Tips and Techniques

1. Be sure where you stand first, that is, are you clear whether you want to say yes or not. If you are not sure, say you need time to think it over and let the person know when you will have an answer.
2. Ask for clarification if you don't understand fully what is being requested. For example if an interviewee asks you to come to his hotel room.
3. Be as brief as possible. Give a legitimate reason for your refusal, but avoid long, elaborate explanation and justifications. Such excuses may be used by others to argue you out of your no.
4. Actually use the word no when declining. No has more power and is less ambiguous than "well, I just don't think so....."
5. Make sure your body matches your words. Shake your head when saying no. Avoid nodding your head and smiling when you are trying to refuse.
6. Use the words "I won't" or "I've decided to" rather than "I can't" or "I shouldn't". This emphasizes you have made a choice.
7. You may have to decline several times before the person believes you. It is not necessary to come up with a new explanation each time. Just repeat your no and your original reason for declining.
8. If the person persists even after you have repeated your no several times, you have a right to say you do not want to talk about it any longer.
9. You may want to acknowledge any feelings another person has about your refusal. "I know this is a disappointment to you, but I won't ..." However, you don't need to say "I'm sorry" in most situations to apologize for your refusal. Saying I'm sorry tends to compromise your right to say no.
10. Avoid feeling guilty. It is not up to you to solve other people's problems or to make them happy.
11. If you do not want to agree to the person's original request, but still desire to help them out, offer a compromise. For example, "I won't baby sit all day, but I can for two hours after lunch."
12. You can change your mind and say no to a request you originally said yes to. All of the above applies to your change of mind.
13. Remember how you feel when you say yes and really want to say no. And how much better you feel when you say when you mean.



Safety in the field: Practical tips

Taking the right equipment

There is almost no limit to the equipment that might be useful. How much equipment you can take will depend on where you are and your resources. But the most important equipment is perhaps the least difficult to carry: it is the IFJ press card.

A press card clearly identifies you and carries your photograph. It can be distributed by your professional organisation or trade union or by your employer.

All governments have rules of accreditation for journalists. However, these rules sometimes are difficult to meet for younger professionals, and for journalists working in provincial locations and remote areas.

The card of a specific news organisation may help or hinder, depending on its reputation among participants in a conflict. You may also carry letters or passes signed by military or police officers accepting you as a journalist and asking their personnel to give you reasonable cooperation. You need to weigh up the value of such material against the possible dangers.

Another piece of equipment is a list of emergency numbers. Carry a list of **emergency telephone numbers** with a note of who is to be called in the event of injury. And then, to protect yourself against theft, carry **a dummy wallet**.

Your money and essential documents should be tucked away safely out of sight. However, you need easy access to small sums of money and something to hand over if you are robbed. Carry a spare wallet with modest amounts of money and some old credit cards. If you are being robbed, hand this over. Keep your money safe.

Being targeted as a journalist

The presence of journalists, and especially a camera, influences events and combatants. Be alert to signs of hostility. If you have witnessed murder or another act of violence by rioters or police forces or military personnel, or have seen evidence of an atrocity, then appear calm and natural, hide your film and keep your camera covered.

Rioters and others who breach the law, including security personnel who violate their codes of behaviour, are increasingly aware that media reports, particular visual evidence produced by the media, could be taken as credible evidence for their prosecution. If they feel compromised by the presence of journalists in troubled areas, they may want to get rid of all evidence. In extreme cases this may mean witnesses, especially those with cameras and recording devices. Give the impression in such situations, that you have seen nothing and move away as quickly and as discretely as possible.



International
Federation
of Journalists

South Asia Media Solidarity Network
(SAMSN)

Day 2: Session 12: Handout 1

Campaigning for gender equity and safety

CHARTER OF GENDER EQUALITY FOR MEDIA AND JOURNALISM (Kathmandu, July 2013)

We, the undersigned organisations in the South Asia Media Solidarity Network (SAMSN), are committed to the promotion of democracy and equality, human rights and press freedom, peace and social justice in our countries. SAMSN is a coalition of unions affiliated to the International Federation of Journalists (IFJ) and other press freedom advocacy bodies. It currently has partners in all eight countries of South Asia. We are deeply disturbed by the growing attacks by fundamentalist forces on women journalists in South Asia. We also note with dismay the backlash by conservative forces against the growing presence of women in public and professional life, particularly in the media. We are also concerned at the growing corporatization, commercialisation and politicization of media ownership in South Asia which puts in jeopardy the labour rights and media freedom that we strive for.

In this context we commit ourselves to the following fundamental principles outlined in this Charter.

The charter sets out the minimum standards, principles and actions needed to underpin gender equity in media in South Asia and outlines a practical program of action to support the achievement of equality in media workplaces, journalists organizations and the media itself

The undersigned organisations declare their endorsement of this charter for gender equity and urge all journalists, media institutes, organisations and media unions to adopt and support the following actions.

1. Fundamental Principles

To create equality throughout society it is essential that the media promote and protect gender equality, both within the working environment and in their representation of women. It is the responsibility of media to open debate and discussion of these issues, to better inform society and to break down the limitations of gender stereotypes.

Gender equity in the media workplace is central to any discussion about gender equality in media.

All journalists and media staff, regardless of gender, caste, religion, ethnicity or minority status have the right to expect equal access and no discrimination in:

- appointment and recruitment of people to journalism:
- payment of salaries; or
- Opportunities for promotion and advancement in journalism.

Media can either perpetuate the subordination of women or play a central role in promoting women's rights. It is vital that journalists recognize their responsibility to represent men and women in an equitable way so that media images do not reflect or reinforce stereotypes about men and women and the relations between them that replicate inequalities traditionally unfavourable to women and other marginalized sections of society.



2. Equality of opportunity

All media, whether public or private, must uphold the principles of gender equity in the media workplace by committing to:

- The use of transparent selection and promotion procedures based on merit i.e. qualifications and experience, not gender or favouritism;
- Need for training in new technologies so that women are on par with male colleagues
- Support and encourage women journalists to avail of existing subsidies to access equipment like a camera, laptop and cell phone
- The removal of job segregations, allowing equal access to all assignments and resisting traditional gender allocations;
- Equal pay for work of equal work;
- The introduction of policies to deal with sexual harassment at the workplace; setting up of Complaints Cells and demanding implementation of existing laws prohibiting sexual harassment.
- Provide safe working environment and adequate transport facilities for women journalists particularly at night.
- Insurance for women journalists
- The introduction and promotion of clear anti-discrimination policies that encourage selection of women for important roles.
- Special policies to regulate insecure employment practices including freelance, casual, relief, piece rate and contract work
- Formation of a Media Commission to hear complaints relating to job insecurity

3. Equal Rights for journalists as parents

Journalists who are also parents have special needs and responsibilities. Since the bulk of the childcare often falls to the woman, creating pressure and conflicting demands with work, special provisions need to be made to both parents to allow their full participation at work.

All media houses and journalists organisations must address the under-representation of women both in journalism generally and in senior decision-making roles within media institutes and organisations particularly by promoting:

- Flexible working hours that accommodate family commitments;
- Fair payment of maternity and paternity leave;
- The availability of child-care services to employees;

4. Portrayal of women

Everybody involved in the media has a responsibility to strive for fair and inclusive representation of men and women. Journalism must give voice to everyone and should avoid reinforcing traditionally unfavourable images of women, but rather promote a balanced portrayal of women and girls and their multiple roles.

Journalists and media should make special effort to ensure a diverse range of female perspectives are included in all stories including in reports on politics, crime, economics, national security and war.

Responsibility for ethical conduct in journalism rests with media professionals, including the drafting of guidelines to promote gender sensitive reporting and credible and accountable systems of self-regulation.



5. Gender equity and participation in unions and associations.

Journalists' organisations recognise they have a responsibility themselves to adopt a policy of gender equality and to take up the concerns of women and principles of gender equity and incorporate them into their policy and action frameworks, including through:

- Demanding equal opportunity in appointment, recruitment, promotion and advancement in journalism and in payment of salaries; or
- Best-practice surveys that encourage workplace policies that promote gender equality; and work practices that ease the burden on working parents and promote more compatible work and family responsibilities;
- Increasing representation of women in journalist's organisations, and in their decision-making structures will contribute to a mainstreaming of gender equity issues. Journalists organisations see this as a goal and commit themselves to working with women journalists on practical programs to encourage better representation of women.
- To hold union meetings at a time and place convenient to women members.
- Journalists organisations encourage and support the development of a national network for women journalists to share their experiences and support one another while also advocating for gender equity in media.
- Explore the possibility of hosting awards to create incentives for men and women to report on issues that are important to women as well as recognising special contribution of women in media.
- To open discussions with media houses to develop policies and proposals to ensure that internal regulations to promote gender equality are put in place in all media throughout the country.
- To actively campaign against social and religious barriers to the entry of women into journalism
- To encourage family support for the entry of women in journalism
- The journalists organisations understand the importance of adopting internal policies that reflect gender equality by adopting the following actions:
 - The development of a gender committee that specifically focuses upon producing campaigns related to gender issues, particularly sexual harassment at the workplace;
 - The introduction of a minimum quota of female representatives, particularly on the executive board;
 - The encouragement of family-friendly meetings.



Campaigning for gender equity and safety

Mapping your workplace:

- **Leadership – map your workplace:** Try the exercise below to get a fair understanding of the level of women leadership

Rank	Number of men	% men	Number of women	% women
Management				
Editors				
Reporters				
Photographers				
Administrative staff				

- **Equal opportunity legislation:** Check the ratification of your country to the Convention on the Elimination of all Forms of Discrimination Against Women (CEDAW) which ensures that all workers get equal opportunities
- **Pay audits**
- **Health and safety audits:** in some countries there are battles to be fought to get toilet facilities for women
- **Flexible work:** access to work-from-home options, facilities and allowances
- **ILO maternity convention 183:** entitles women to a minimum of 14 weeks paid maternity leave
- **Crèches and afterschool care**
- **Late-night shift assignment:** proper compensation and services, such as transport
- **Dignity at work clauses:** combat bullying, harassment and discrimination

Source: IFJ, 2009, *Getting the balance right: Gender equality in Journalism*