

**Project title: *Safe Hotels - on preventing and handling workplace sexual harassment***

## **Information for participants**

We want to ask if you want to participate in a research project. In this document, you will receive information about the project and what it means to participate.

### **What kind of project is it, and why do you want me to participate?**

In this project, Karolinska Institutet and Region Stockholm collaborate with four Scandic hotels to develop activities to prevent and handle workplace sexual harassment<sup>1</sup>. There is currently a lack of knowledge about how workplaces can work to prevent and deal with such harassment. You have been invited because your employer has chosen to participate in the project. We would like you to fill in a survey so that we can find out more about the occurrence of and risk situations for sexual harassment at your workplace and what routines you have in place today. The survey will be followed up once or twice. All surveys are answered during working hours.

### **What is sexual harassment?**

Sexual harassment is when a person does or says something about the body or sex that the other person finds uncomfortable. It can be about unwelcome physical sexual acts such as patting and hugging, verbal harassment such as unwelcome sexual compliments or comments, digital harassment with unwelcome sexual content, or contact via social media, SMS, etc.

### **How is the project done?**

With Scandic's employees and managers, we will develop and implement activities to prevent and deal with sexual harassment. Together, we investigate whether there are problems with sexual harassment, what routines already exist and what can be improved. We will also evaluate the potential effects of the activities through interviews and surveys.

### **Possible consequences and risks of participating in the project**

Your employer cannot know who answered the survey or who answered what. All results are reported at a group level. It can be sensitive to start thinking about experiences of sexual harassment, and if any employee feels discomfort, they can get help from occupational health care.

---

<sup>1</sup> The responsible organisation for the research is the Karolinska Institutet. The Swedish Ethical Review Authority approved the project, registration number 2023-02032-01.

**Project title: *Safe Hotels - on preventing and handling workplace sexual harassment***

### **What happens to my data?**

The project will collect and record information about you. Your answers and results will be processed in a way that does not allow unauthorized persons to access them. The survey responses will not be directly linked to you as an individual.<sup>2</sup>

Karolinska Institutet is responsible for your data. You have the right to access, free of charge, the information about you handled in the project and, if necessary, corrected, deleted or restricted. You have the right to say no to your answers being saved without explanation. If you consent to have your answer saved, you have the right to withdraw (revoke) that consent later and without reason. Your responses will then be discarded or de-identified.

### **Participation is voluntary**

Your participation is voluntary, and you can choose to end your participation at any time. If you decide not to participate or wish to end your participation, you do not need to state why.

If you want to end your participation, you must contact the person responsible for the project (see below).

### **Contact Data Protection Officer**

Data Protection Officer can be reached at [dataskyddsbud@ki.se](mailto:dataskyddsbud@ki.se). If you are dissatisfied with how your data is processed, you can file a complaint with the Swedish Data Protection Authority, the supervisory authority.

### **Contact those responsible for the project**

Emma Cedstrand, PhD, Karolinska Institutet  
Mail: [emma.cedstrand@ki.se](mailto:emma.cedstrand@ki.se) Telephone 0702-713404

---

<sup>2</sup> The code key is stored on a secure server at Karolinska Institutet. The code key is processed so that unauthorized persons cannot access it, for a maximum of 12 months after the end of the project, and then destroyed.