ACTION STEPS MAP

Identify the Behavior

Are you the Target

NOT SURE

Speak to the “Offender”- Clarify the Situation Assertively

Study Action Chart And Responsibility Index

Determine Course of Action

NOT SURE

Does Behavior Stop

YES

Situation Resolved

Begin Documenting
Keep Log

Recognize, Monitor, Deal With Personal Stress

Use Personal Support Network
Moral Support, Witnesses, Etc

Seek Other Support
Professional Counseling, Union

Begin Documenting

Request Supervisory or Administrative Assistance

Go Beyond Supervisor or Admin. Higher Authority EO, MCAD, EEOC

Personal Action Steps

Institutional Action Steps