Safe working places

Industry standard for the music industry

Prevention of discrimination, offensive actions, and sexual harassment

At _____, we aim to contribute to a music industry that is safe for everyone. We work to ensure that everyone can thrive, feel safe, and be treated with respect in the music industry, regardless of their working conditions and the role they have. No one should experience discrimination, offensive actions, or sexual harassment from colleagues, managers, or business partners.

Some companies and organisations in the music industry already have standards in place in this area. However, many in the music industry do not have a formal employment tied to a single employer. With this industry standard, we aim to ensure that everyone – including individuals without traditional employment – receives the same protection in the music industry when it comes to discrimination, offensive actions, and sexual harassment in music.

In our efforts to ensure a safe music industry, we have the same expectations to you as a business partner as we have to ourselves. Therefore, we introduce all our business partners to this industry standard, which we also expect you to comply with.

The industry standard has been developed as a collaboration between the biggest commercial companies in the industry together with IFPI, the Music Publishers and the Association of Danish Agents with support from The Partnership for Sustainable Development in Music and business psychologist and executive advisor Sarah Ambs-Thomsen.

Expectations to business partners

It is crucial for us to create an inclusive and safe working environment for everyone involved in the projects we participate in. This includes zero tolerance for discrimination, offensive actions, and sexual harassment. Violations can be detrimental to health if they are severe, but even less **severe** violations can have the same consequences if they occur **frequently** or **over a long period**. Less severe actions can pave the way for more severe actions to take place.

Definition of Discrimination

Discrimination includes both direct and indirect unequal treatment. It refers to actions that aim to or have the effect of discriminating, excluding, or limiting individuals based on their age, disability, ethnicity, gender, religion, belief, political views, or sexual orientation. Examples of discrimination include sexism, prejudice, or discrimination based on gender, or racism, prejudice, or discrimination based on ethnicity/skin colour/ nationality[1].

Definition of Offensive Actions

DOffensive actions occur when one or more individuals grossly or repeatedly subject others to behaviour that is perceived by those as degrading. Offensive actions can include both active actions and omissions. Offensive actions in the form of bullying occur when it happens regularly and over a long period, or repeatedly in a severe manner[2].

Definition of Sexual Harassment

Sexual harassment includes any form of unwanted verbal, non-verbal, or physical behaviour with sexual undertones that aims to or has the effect of violating another person's dignity, particularly by creating a threatening, hostile, degrading, humiliating, or uncomfortable environment[3].

[1] Freely summarised from The Anti-Discrimination Act, The Equal Treatment Act and The Occupational Health and Safety Act

[2] The Danish Working Environment Authority

[3] The Equal Treatment Act

Examples of behaviour that is not tolerated

(Non-exhaustive)

1. **Prejudices, Stereotypical Assumptions, Unequal Treatment, and Discrimination** based on, for example, gender, sexuality, ethnicity, age, health, disability, religion, political beliefs, etc. This can be seen in the form of subtle sexist or racist actions, decisions, or remarks that are exclusionary, undermining, or degrading, etc.

2. **Active and Direct Offensive Actions such as:** Harsh tone, condescending comments, severe sarcasm, inappropriate remarks, intimidation, persistent criticism, humiliation, degrading nicknames, attacks on or criticism of one's private life, devaluation of others' job/competence, hurtful remarks, jokes or humour at the expense of others, abuse of power, sabotage of work tasks, creating a hostile work atmosphere, digital slander, etc.

3. **Indirect and Passive Offensive Actions such as:** Exclusion, ignoring, not responding to inquiries, withholding necessary information, false rumours, backbiting, degrading body language and facial expressions, etc.

4. **Sexually Offensive Actions such as:** Any form of unwanted sexual attention, sexual harassment, including touching, inappropriate questions about sexual topics, unwanted invitations to sexual activity, quid pro quo behaviour, lewd comments or jokes, displaying pornographic material, etc.

5. **Digital Violations such as:** Offensive behaviour via digital platforms, e.g., threatening comments, sharing offensive content without consent, harassment, exclusion, publicising private information, or unwanted sexual attention via social media/email/phone, etc.

6. **Excuses/Justifications for Violations** attributed to industry culture, humour, personality, or good intentions: Offensive behaviour must never be legitimized, which can occur in the form of expressions like: *"It's just part of the culture in the music industry," "Don't take it so seriously - it's just a joke," "That's just how I am," "I don't mean anything bad by it."*

If you are subject to violations

If you are subjected to discrimination, offensive actions, or sexual harassment, it is important to take the situation seriously and seek help. You have the right to receive help to stop it. Share your experiences with your contacts in the company, who will follow their established procedures for handling offensive behaviour.

If you witness violations

If you witness or become aware of others being subjected to violations, regardless of your role and function, you are obligated to react and ensure that the situation is addressed. The more power you have, the greater your responsibility. This can include both formal power (e.g., leadership roles) and informal power (e.g., status, seniority, relationships, etc.).

Why the affected person may not always intervene

It is crucial to understand that many who are subjected to discrimination, offensive actions, or sexual harassment may not be able to speak up in the situation. This can be due to shock, fear of consequences, dependency on relationships, etc. Therefore, it is important that those who witness the violations or become aware of the incidents proactively intervene and take responsibility for stopping the behaviour. Never demand that the affected person handle the situation themself.

What to do if you witness others being subjected to offensive behaviour

In some situations, as a witness, you may have the opportunity to intervene directly when it happens. In other situations, various conditions may affect your ability to act in the situation. This could be because you are shocked; because you thought others would intervene; because you were unsure of what to do; or because you fear the negative consequences that may arise from addressing it. The crucial thing is that, as a witness, you do what you can to help both during and after the situation.

Your reaction as a witness may involve:

1. **Intervene:** Speak up in the situation and help the affected person without escalating the situation or shaming those involved. Constructively express your disapproval and point out that what you are witnessing is unpleasant or inappropriate. You also have a responsibility to support others when they speak out against boundary violations.

2. **Talk to the affected:** Discuss your experience and offer support and help to the affected person after the incident. Additionally, it may be relevant to approach the perpetrator after the incident to address what you experienced and how you perceive the situation. It is important to do this calmly and constructively, but clearly.

3. **Seek advice:** Do not handle your experiences alone. If you are in doubt, reach out and ask for help. A good place to do this is with your contacts in the company that made you aware of the industry standard.

4. **Involve the Company:** Inform your contacts in the company about the incident and follow up. Discuss how you can have a joint dialogue and set expectations for desired behaviour to prevent similar situations. Document and record the situation in writing in cases of serious or repeated incidents.

When a specific incident must be addressed

We take all cases of offensive behaviour seriously.
Disregarding this industry standard will have consequences for our collaboration.

The consequences will depend on the specific incidents, including:

- **The severity of the behaviour**
- **The duration of the behaviour**
- **The frequency of the behaviour**
- **Imbalance in the relationship (e.g., formal power in the form of a leadership role, or informal power in the form of higher seniority, status, or similar)**

It is important to create a culture characterised by mutual respect, fairness, and safety – even when handling specific cases. All parties should have the opportunity to be heard, and no hasty conclusions should be made.

Handling a specific incident should follow these three steps:

1. Initial Conversation with the Affected Party: Determine the needs of the affected person. This may include: *Crisis assistance, counselling, mediation, management statement on (un)desired behaviour, or an impartial investigation of the case.*

2. Impartial Investigation: If relevant, and agreed upon with the affected party, hold an individual conversation with the accused, informing them of the affected party's description and allowing them to describe their own experience of the incident.

3. Witness Interviews: If there is still uncertainty about what happened, individual conversations with any witnesses will often be conducted.

If it is determined that the behaviour violates this industry standard and the relevant laws, we will take the necessary steps to ensure the behaviour stops. We strive to find constructive solutions, but in some cases, sanctions may be necessary to maintain a safe and healthy work environment.

In case of violation of the industry standard, the following actions may be taken:

1. **Written warning:** A formal written warning is issued, describing the offensive behaviour and clearly stating the expectation that the behaviour must change immediately.

2. **Temporary suspension of collaborations:** Temporary suspension of collaborations while cases are investigated to ensure safe and respectful working conditions for all involved parties.

3. **Termination of collaboration agreements:** In cases of severe or repeated offensive behaviour, the company may terminate collaboration agreements to comply with the industry standard.

4. **Exclusion from future collaborations:** In cases of severe violations, partners may be excluded from future projects and collaboration opportunities with the company.

5. **Official notification:** If relevant and in accordance with applicable law, serious incidents may be reported to relevant authorities to ensure a safe environment throughout the music industry.

This industry standard is evaluated annually by the companies that have adopted the standard and the joint efforts for a safe music industry.