

Behaviour Self-Audit Checklist

A self-audit checklist is a useful tool to reflect on your behaviour or situation. It does not need to be recorded or shared with anyone else unless you choose to do so.

Here are some questions you may ask yourself.

- Would other people consider my behaviour to be offensive, humiliating or threatening?
- Is this behaviour repetitive?
- Can my communication style be perceived as offensive, humiliating or threatening?
- Can the tone or volume of my voice be perceived as offensive, humiliating or threatening?
- Can my body language be perceived as offensive, humiliating or threatening?
- Can the way I interact with staff be perceived as offensive, humiliating or threatening?
- When I feel stressed, annoyed or anxious, do I behave in a way that can offend, humiliate or offend others?
- Can my management style be perceived as offensive, humiliating or threatening?
- Is the way I provide feedback on work performance unreasonable or could it be perceived as overly critical?
- Could the expectations I have of others people's work performance be perceived as impossible to achieve?
- Have I excluded anyone from meetings or essential information?
- Have I been accused of bullying in the past?
- Can I resolve the situation by speaking to the person directly?
- Should I seek support from my employer, supervisor, or an external organisation?