Social Media

Social media can create blurred lines between personal and professional relationships, so clear boundaries are necessary to prevent issues related to harassment.

1️⃣ **Separate personal and professional accounts**: Use professional social media platforms (such as LinkedIn) for work-related connections. Avoid connecting with colleagues or clients on personal platforms unless there's a specific reason.

2️⃣ **Be cautious with posts and comments**: Avoid posting or commenting on topics that could be considered inappropriate, offensive, or overly personal. This includes jokes, memes, or political/religious content.

3️⃣ **Respect privacy:** Do not tag or post photos of colleagues or clients without their consent, especially in informal or social situations.

4️⃣ **Report inappropriate content**: If you notice inappropriate behaviour or content shared by a colleague or client that could create a hostile work environment, report it to HR.