COMMUNITY RESPONDERS NETWORK GUIDANCE FOR BYSTANDERS

- 1. Move beyond being frozen. Make a commitment to speak. Do not make the situation worse by being an aggressor.
- 2. Be ready to call for help if the situation is volatile.
- 3. Express concern for the targeted person's well-being directly to them.
- 4. Offer to go with the targeted person to report the incident to management or law enforcement, but be understanding if he/she simply wants to get out of there.
- 5. Make sure the targeted person is able to leave the establishment safely.
- 6. Meet with management or law enforcement ASAP to describe what you witnessed.
- 7. If the establishment's management does a particularly good job of responding to the bias incident, get back to them in writing to thank them. If they do a particularly bad job, get back to them in writing to express your individual or organization's concern.
- 8. Remind business establishments that providing a safe and welcoming environment for all customers is good for business AND is required under the state's civil rights law, the PA Human Relations Act.
- 9. Report the incident to the Community Responders Network, which will inform relevant government agencies/advocacy groups. Keep CRN's *Bias Incident Report Form* in your computer and use it as a guide in reporting an incident.
- 10. Download the ACLU's Mobile Justice App from their website or your app store to take videos/pictures and make a report to the ACLU. You can also file complaints with the U.S. Dept. of Homeland Security's Office of Civil Rights (note cautions).

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