

Workplace Bullying Diary

Date of event: _____

Time of event: _____

Who was the 'target' of the unacceptable words/behaviour:

- 1.
- 2.
- 3.
- 4.

Who was the 'instigator':

Was the instigator assisted by anyone else Yes No. If 'Yes', by who:

- 1.
- 2.
- 3.
- 4.

Location of event:

Describe the event that happened:

How did this behaviour make you feel:

Were there any witness to this event Yes No.
If 'Yes', include names:

- 1.
- 2.
- 3.
- 4.

Was follow-up action taken to address the words/behaviour? Yes No

If 'Yes', what action was taken:

Any additional comments: