



How does the Contact and Information Point for Social Safety work?

Guide for anyone who has witnessed or experienced undesirable behaviour



1

Step 1: Fill out the online form

Unless you need immediate help, in which case visit the [webpage](#) for more information.



2

Step 2: You will receive an appointment invitation within five working days

Unless you submitted the online form anonymously.



3

Step 3: The appointment will take place online, by phone or in person

This appointment is necessary so that the Contact and Information Point can refer you to the most appropriate resource, after exploring your perspective and the context of the situation.



4

Step 4: You will be referred to the appropriate person or organisation

Unless the report is complex. In this case, the coordinator will consult with you and involve experts within the UG to determine what is needed. This process will remain anonymous for as long as possible. A second appointment will then follow to report back to you.



5

Step 5: You will receive an evaluation form within two weeks of your last contact with the Contact and Information Point

Unless you submitted the web form anonymously.



6

Step 6: Would you like to stay informed about what happens with your report or concern?

Arrange this with the person to whom you were referred.