Protecting the workforce from insider threats takes more than reporting bad apples. Each of us should be accountable for our behavior and for the environment we create together. Sometimes when problems arise, we should pause and ask, “Maybe it’s me?”

Some concerning behaviors in the workplace may be common but that does not mean they should continue. Here are three behaviors that we should be mindful of and try to avoid in order to promote a healthy, safe, and productive workforce.

**Maybe I’m Gossiping?**

*You may think* sharing details about a coworker’s personal issues is helpful, but sometimes that should be your coworker’s decision to make.

Employees who discover they are targets of gossip feel socially excluded, and less inclined to communicate and collaborate.

Gossiping is different than reporting concerning behavior. Before you share, ask yourself if you are trying to keep everyone safe and productive.

On average, American workers spend about 40 minutes a week gossiping. That’s 33 hours a year!

**Maybe I’m Excluding My Coworkers?**

*You may think* leaving an opinionated colleague off of a meeting invitation will save time, but different points of view add value and perspective.

Excluding an individual or group in the workplace leads to hurt feelings, anxiety, depression, disengagement, and job dissatisfaction. Affected employees will start to think about leaving.

Set a meeting agenda ahead of time and discuss ground rules to help keep meetings on track.

**Maybe I’m Blaming?**

*You may think* blaming people publicly increases accountability, but it contributes to a toxic culture.

A culture of blame and shame leads to feelings of paranoia and defensiveness.

Let managers deal with performance issues in private. The team should focus on opportunities for improvement and lessons learned.

1 in 5 U.S. workers have searched for a new job due to the culture in their workplace.

Problematic behaviors lead to toxic environments, which in turn lead to more problematic behaviors. Will you help break the cycle?