



Innovative  
BENEFIT PLANNING

# 5 TIPS FOR ANTI-HARASSMENT POLICIES AND TRAINING

As your organization considers how it might begin to develop or improve upon existing anti-harassment policies and training, here are five tips to keep in mind:



1. Create policies that clearly define what constitutes harassment and discrimination, state that your organization prohibits any harassing and/or discriminatory behavior, and outline the process for reporting harassment.



2. Develop and deliver mandatory training for all employees and set the expectation that key learnings will be reinforced on an ongoing basis.



3. Maintain training compliance documentation to include date, topic and session attendees.



4. Consider building a “customized” training that addresses your organization’s unique work environment.



5. Create and maintain a “no tolerance” setting that reinforces your commitment to supporting a workplace where everyone feels respected and engaged.

Innovative Benefit Planning’s HR Consulting team is dedicated to assisting employers with their anti-harassment training to establish healthy work environments. Through our customizable 90-minute, half-day or full-day sessions, we can provide a best in class training program, tailored to your organization.