

- Sexual harassment is defined as unwanted sexual advances, requesting sexual favors, and creating a hostile work environment.
- Types of sexual harassment may include: suggestive comments, inappropriate touching, jokes, or pictures with graphic content.
- A hostile work environment includes unwelcome and unwanted behavior or intimidating behavior.
- Abusive conduct, like bullying, is prohibited. This includes disrespectful behavior, making fun of someone and intimidation.
- Prevention is the key: report it immediately, ask for help, do not ignore it and do not be a part of it.
- Retaliation against an employee after he or she has complained about harassment is unlawful.
- Follow your company's anti-harassment policy and report issues to supervisors, managers, and human resources.

*This tool is meant to guide a refresher review discussion based on previous complete and compliant training. Providing only this information will not constitute legal training compliance.*

