

Sexual Harassment and Discrimination CHECKLIST

1 Do you have documented policies and procedures for reporting sexual harassment and discrimination?

 YES NO

If yes, have they been reviewed and updated within the past two years.

2 Has your organisation received training on what constitutes sexual harassment or discrimination?

 YES NO

If yes, do you provide training for new team members, and is the training refreshed for existing team members.

3 Do you have more than one channel for confidential reporting for sexual harassment or discrimination?

 YES NO

4 Has your organisation been given training on what to do if they experience or witness sexual harassment or discrimination?

 YES NO

5 Have your managers and supervisors been trained in how to respond if they receive a complaint of sexual harassment or discrimination?

 YES NO

6 Have you undertaken an audit of your workplace to confirm whether there are any physical risks that can be managed to prevent sexual harassment in the workplace?

 YES NO