

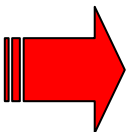
WORKPLACE HARASSMENT

DO YOU KNOW?

ACTION RECOMMENDED

1 Does the workplace have a workplace harassment prevention policy?

NO



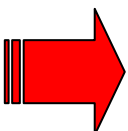
Do you know what a workplace harassment prevention policy is?
If not, see **Appendix R** for an example

Ensure the workplace has a workplace harassment prevention policy

YES

2 Does the workplace have documented procedures for workplace harassment?

NO



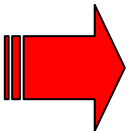
Do you know what constitutes workplace harassment?
Do you know who may experience workplace harassment?
If not, see **Appendix R**

Ensure the workplace has documented procedures for workplace harassment

YES

3 Are the policy and procedures included in the induction process?

NO

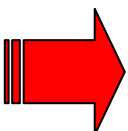


Ensure the policy and procedures are included in the induction process

YES

4 Have risk assessments been carried out for all contributing factors relating to workplace harassment?

NO

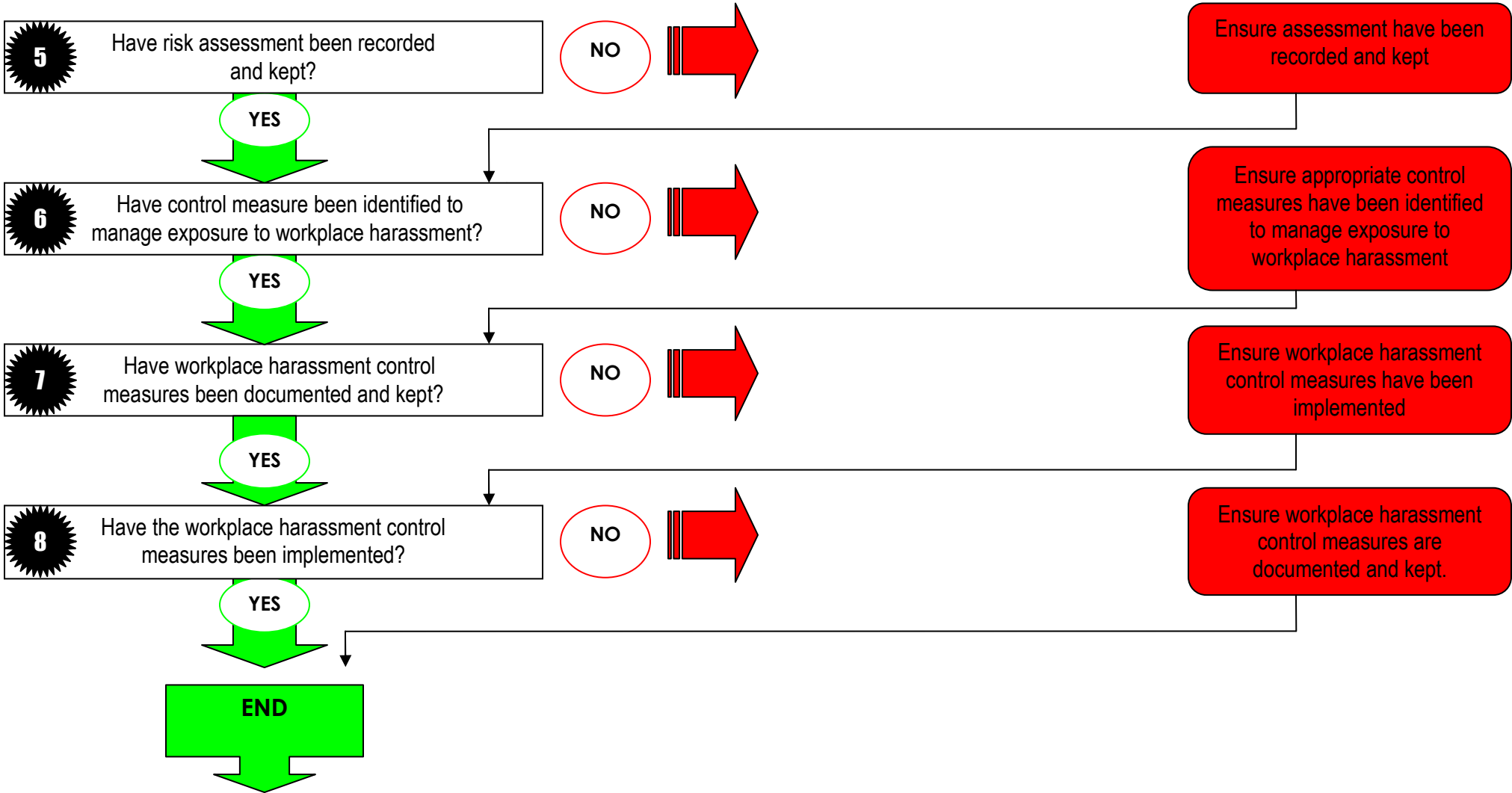


Do you know how to conduct a risk assessment?
If not, see **Appendix F** for an example

Identify all the hazards that contribute to workplace harassment and do risk assessments for each one

YES

GO TO NEXT PAGE

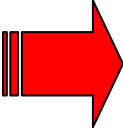


5

Have risk assessment been recorded and kept?

YES

NO



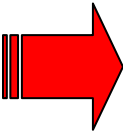
Ensure assessment have been recorded and kept

6

Have control measure been identified to manage exposure to workplace harassment?

YES

NO



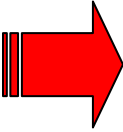
Ensure appropriate control measures have been identified to manage exposure to workplace harassment

7

Have workplace harassment control measures been documented and kept?

YES

NO



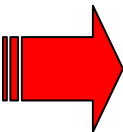
Ensure workplace harassment control measures have been implemented

8

Have the workplace harassment control measures been implemented?

YES

NO



Ensure workplace harassment control measures are documented and kept.

END