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# WORKPLACE INVESTIGATION

## Overview

Employers have the responsibility to ensure their workplace is harassment free and workplace concerns are managed appropriately. This seminar reviews overall responsibilities and practical solutions on preventing and managing workplace harassment. This course can be paired with Conflict Resolution and Communication Essentials. Course is designed for those conducting investigations and is great for HR Professionals, Safety Professionals, and Managers.

## Takeaways

- Employers responsibilities regarding Workplace Harassment
- Harassment Policy Guidelines
- How to determine Formal vs. Informal Complaint
- Resources and process for Informal Complaints
- Formal Investigation Process and Toolkit



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