

ONCE



FOR

ALL

**STOPPING Sexual
Harassment at Work**

What is

QUID PRO QUO?



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QUID PRO QUO

- Imbalance of power
- Request for sex, sexual favors, sexual relationship
- Submission or rejection of request has job impact (Tangible Employment Action)
 - Positive or negative
 - Can be direct or implied
- One instance is illegal

AS A MANAGER, REMEMBER:

- Work and romance don't mix
- Keep your private life private
- Never make sexual advances toward an employee

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Build a
**CULTURE
OF RESPECT**



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A CULTURE OF RESPECT

- Lead by example
- Stop inappropriate behavior before it becomes harassment
- “Keep in mind this is a workplace not a...”
- Encourage employees to speak up/be upstanders

HANDLING A COMPLAINT

- Take complaint seriously
- Listen without judgment
- Promise a prompt and thorough investigation
- Explain limited confidentiality/protection from retaliation
- Document and go to HR