



When was the last time you conducted Sexual Harassment and Anti-Discrimination Training?

With the media spotlight currently on sexual harassment prevention and workplace harassment in the workplace at the moment, there has never been a better time to ensure that your Managers, Supervisors and all employees are aware of their workplace obligations and rights with respect to what constitutes appropriate workplace behaviour.

HRBS offers two training programs to help employers ensure they are meeting their legislative requirements and protecting their employees from inappropriate conduct in the workplace.

Anti-Discrimination and Workplace Harassment Training for Employees

This 2.5 hour workshop designed to increase employees understanding of workplace harassment and anti-discrimination in the workplace. The session will cover the following areas:

- Overview of what is Discrimination, Sexual Harassment, Workplace Harassment, Vilification and Victimisation
- What is acceptable and unacceptable behavior at work?
- Responsibilities of employees
- What to do if you have a complaint or grievance
- Personal and Vicarious Liability
- Case studies

Anti-Discrimination and Workplace Harassment Training - Managers, Supervisors and HR Professionals

This is a 3 hour will provide managers and supervisors with an understanding of their responsibilities in relation to these topics. The session will cover:

- Your role as a manager – prevention and risk assessment
- What to do if you have a complaint
- How to investigate complaints
- Case studies
- Personal and vicarious liability
- Definitions and understanding of Discrimination, Sexual Harassment, Workplace Harassment, Vilification and Victimisation
- Responsibilities of employees

Group Sizes are limited to 25 people and programs start at \$1 000

TRAINING

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