

Blank Zero-Tolerance Workplace Harassment Policy

Purpose

The purpose of this policy is to provide a workplace environment free from all forms of harassment. **[Company Name]** maintains a zero-tolerance stance regarding workplace harassment.

Scope

This policy applies to all employees, contractors, interns, applicants, vendors, and visitors of **[Company Name]**.

Definition of Harassment

Harassment is defined as any unwelcome behavior, verbal or physical, that demeans, humiliates, or threatens another person or group and creates a hostile work environment.

- Verbal Harassment
- Non-verbal Harassment
- Physical Harassment
- Visual Harassment
- Sexual Harassment

Policy Statement

[Company Name] prohibits all forms of harassment in the workplace. No employee or associated individual may engage in conduct that violates this policy.

Reporting Procedures

Employees who believe they have experienced or witnessed harassment must report the incident to their supervisor, HR, or use the company's reporting mechanisms.

Investigation

All reports of harassment will be promptly and thoroughly investigated. Confidentiality will be maintained to the greatest extent possible.

Consequences of Violation

Any individual found to have violated this policy will be subject to disciplinary action, up to and including termination of employment or contract.

No Retaliation

Retaliation against any individual who reports harassment or participates in an investigation is strictly prohibited.

Responsibility

All employees are responsible for maintaining a harassment-free workplace and complying with this policy.

Review

This policy will be reviewed annually and revised as necessary.