



# Sexual Harassment: Zero Tolerance Policy

Creating a safe, respectful workplace where everyone feels secure and valued.

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## What Is Sexual Harassment?

### **Verbal**

Comments about appearance, sexual jokes, offensive calls, unwanted propositions.

### **Visual**

Inappropriate photographs, reading material, or objects of sexual nature.

### **Physical**

Unwanted touching, brushing against someone, fondling, or assault.



## Legal Framework

1

### **Human Rights Act 1993**

Prohibits requests for sexual activity with implied promises or threats.

2

### **Employment Relations Act 2000**

Protects employees from harassment by employers, colleagues, or clients.



Both acts make sexual harassment unlawful across all employment-related activities.

# Everyone's Responsibility



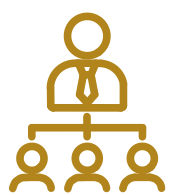
## Individual Duty

Never subject others to harassment. Discourage inappropriate behaviour when witnessed.



## Support Victims

Encourage and support those experiencing harassment to take action.



## Manager Obligations

Ensure harassment-free environment, treat complaints seriously, take appropriate action.



# Reporting Options

## **Self-Help**

Address offender directly, identify unwelcome behaviour, request it stops.

## **Informal Intervention**

Seek help from manager or HR for discreet resolution.

## **Formal Complaint**

Lodge written complaint for full investigation and potential disciplinary action.

# Complaint Process Guarantees

## **Confidentiality**

All complaints and investigations treated as confidential under Privacy Act 2020.

## **Serious Treatment**

Good faith complaints investigated properly.  
Frivolous complaints may face disciplinary action.

## **External Options**

Can escalate to Human Rights Commission or  
Employment Relations Authority.



# Creating Safe Workplaces Together

**Zero tolerance** means everyone deserves respect and dignity at work.

[Report Concerns](#)

[Learn More](#)

Share this with your team to promote a harassment-free workplace.