Sexual harassment awareness in hospitality: examples for staff briefings

Complete with the actual workplace arrangements. Read the accompanying guide, agree the local procedure and identify who will check the record.

Venue / role / date	
Reporting routes	
alternative contact	
immediate support	
restricted record location	
next action	
agreed follow-up	

Follow-up

Action	Owner	Due / trigger	Completed

Keep completed records with the appropriate access restrictions. Save your entries before closing.

Read the accompanying guide online