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| Document Name | Harassment Follow up Form |
| Document Number | H7023f |
| Last revised | October 3, 2022 |
| Purpose | A reporting form employers can utilize to capture details of an incident including corrective and preventative actions. |
| Connecting Documents | 7020p |
| Connecting Forms | H7021f, H7022f, H7024f |
| Connecting Systems | Not applicable |

Harassment Follow up Form

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|--------------------------------|-------------------------------------|
| Complainant name: | Complainant position: |
| alleged harassers name: | Alleged harassers' position: |
| Date if incident(s): | Date of formal allegation: |

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|---|
| Accusation received by: |
| <input type="checkbox"/> Tip line <input type="checkbox"/> HR department <input type="checkbox"/> Supervisor <input type="checkbox"/> Joint health and safety committee (JHSC) |
| Brief description of allegation(s): |

Investigation completed:

- Yes
- No

Was harassment found as defined in the (Insert Policy Name)?

- Yes
- No

Was corrective action required?

- Yes
- No

Were the results of the investigation communicated to both complainant and respondent?

- Yes
- No

Date investigation completed:

Findings (results from investigation:

**Note: If the results exceed the limits of this page, additional pages will be attached to this form.*

Actions taken:

Note: If the actions taken exceeds the limits of this page, additional pages will be attached to this form.