

### ASSESSMENT # 16

Total Marks: 30

Please answer the following questions:

1. Explain what acceptable behavior in the workplace is and what is not, and why? And Apply the benefits of harassment training.
2. Define the various types of harassment, including sexual harassment and Assist in creating a harassment policy?
3. State some ways to prevent harassment and understand what role you can play and Demonstrate some ways to protect yourself from harassment
4. Know what to do if you are harassed or accused of harassment?
5. Understand the complaint process, from the complaint to the reply, to mediation or investigation, to a solution?