

# Sexual Harassment: A Handbook for Supervisors

*Investigate, Document and Discipline with Confidence*

2012 Edition

This 23-page, pocket-sized handbook reflects the latest U.S. Supreme Court decisions on sexual harassment and includes an investigation checklist, sexual harassment quiz, supervisor do's and don'ts, and more. The handbook is written in question and answer format to help supervisors recognize sexual harassment and take appropriate action to eliminate it from the workplace. Supervisors will learn practical and straightforward answers to 37 questions, such as:

- Is the employer liable for harassment that it doesn't know about?
- What should I do if I witness or suspect what may be sexual harassment?
- What should I do if I receive a complaint of harassment?
- What disciplinary actions are appropriate in incidents of sexual harassment?
- What do I say to the alleged victim if no disciplinary action is taken?
- As a supervisor, how do I protect myself against false charges of sexual harassment?
- When may an employer be liable for harassment occurring from a non-employee?

Call Krukowski & Costello's educational services department at (414) 988-8400 or e-mail [kam@kclegal.com](mailto:kam@kclegal.com) for more information about this handbook or about our customized in-house harassment training.



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