



Koumas Law Group offers interactive workshops, presented to both management and staff, tailored to each company's Sexual Harassment policy.

Participants learn to identify sexual harassment, become familiar with company policy, and discover what to do if they witness, experience, or receive a complaint of harassment.

Workshops are offered in-house and fulfill the legal mandates of state and federal law. Each two-hour workshop entails a presentation by Ms. Koumas, interactive Q&A, and reference handouts.

“Sexual Harassment workshops are not only educational, but also evidence your company's pledge to prevent sexual harassment and respond to complaints.”

### *Frequently Asked Questions*

**Q** : Is sexual harassment training mandatory?

**A** : Yes, for some employers. Training mandated by the California Fair Employment and Housing Act only applies to companies that regularly employ at least 50 employees or regularly receive services of at least 50 persons pursuant to a contract (i.e., independent contractors.)

**Q** : Should I provide sexual harassment training to supervisors even if my company employs less than 50 employees?

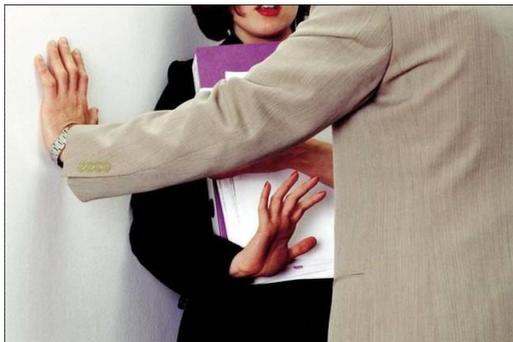
**A** : Doing so may be a smart choice. Because an employer is strictly liable for sexual harassment by its supervisors, it is particularly important that supervisors are familiar with the nuances of sexual harassment law. Moreover, if an employee makes a sexual harassment claim, evidence of a training program designed to prevent harassment may strengthen the employer's legal defenses.

**Q** : How often must supervisors receive sexual harassment training?

**A** : California law mandates that all supervisors must receive training regarding sexual harassment every two years. Newly hired or promoted supervisors must receive training within six months of hire or promotion.

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**Q** : Should non-supervisory staff receive sexual harassment training too?



**A** : While the law does not mandate training for non-supervisory staff, there are good reasons for doing so. The risk of liability can be minimized by a company where all employees know what to do if they experience or witness sexual harassment. Employers stand a much better chance of heading off a lawsuit where there is early intervention in response to a concern raised by an informed employee. Cases where there is long-term, unreported harassment tend to result in costly legal problems. Moreover, if an employee files a sexual harassment claim, evidence that the employee received training on the company's harassment policy, yet failed to report the misconduct, may provide another helpful legal defense.

### **Supervisor Workshop**

The firm's workshop for supervisors is intended to ensure that your supervisors not only understand the law but also their role and duties in preventing harassment, as well as understanding the proper procedures should a complaint be filed.

### **Staff Workshop**

The firm's workshop for staff informs non-supervisory employees of your pledge to maintain a harassment free work place. Employees will learn the law, the firm's policy, and the procedures in place to protect their rights.

These workshops are not only educational, but also evidence your company's pledge to prevent sexual harassment and respond to complaints. This can be an important factor if a court needs to decide whether or not there is employer liability.

### **The Importance Of Having An Updated—And Communicated—Written Sexual Harassment Policy**

If you do not currently have a written sexual harassment policy in place, we can work with you to create a policy with implementation and review procedures tailored to your company and designed under California law. If you have a harassment policy but are not sure it is sufficient or is being properly communicated or implemented, we can review your policy and help you make appropriate changes, if necessary.

**Schedule Today**

### **About Elizabeth J. Koumas, Esq.**

Ms. Koumas is the founder of the law firm Koumas Law Group. She has extensive experience in labor law compliance and employment litigation. Her practice focuses on the defense of employers in administrative claims filed with the Labor Commissioner, the Department of Fair Employment and Housing (DFEH), the Equal Employment Opportunity Commission (EEOC), and the Employment Development (EDD). She also represents the interests of employers and management in litigated matters, which include wage and hour issues, wrongful termination, sexual harassment and discrimination claims. She can be reached at **(619) 398-8301** or via email, [ejk@koumaslaw.com](mailto:ejk@koumaslaw.com). Visit [www.koumaslaw.com](http://www.koumaslaw.com).