



## EASC Workshop Registration Form

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### HARASSMENT – INCLUDING SEXUAL HARASSMENT

**Dates:** January 17, 2017 and June 15, 2017

**Fee:** EASC members - \$195.00 per person • Non-members - \$235.00 per person

**Target Audience:** *This program is designed for two audiences: the longer program is designed for Managers and Supervisors; the shorter program for all others*

**CLASS OVERVIEW:** We all recognize the risk to our companies if our employees, especially managers and supervisors, violate our policy on anti-harassment in the workplace. Not only is training all employees the right thing to do, but there are legal reasons to insure that all employees know that harassment of any kind is simply not tolerated. Having respect for every fellow employee is something expected in the workplace. Further, management must fully understand the policy and the legal issues surrounding harassment: how to maintain a harassment free workplace and what to do about reports of harassment. This program will provide management with this knowledge and the basic employee program will insure that all employees understand the concept of harassment and the organization's policy. This program lends itself to on-site training.

**After completing, fax to: 803.783.3216**

COMPANY: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ CITY, STATE, ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-mail: \_\_\_\_\_

NAME \_\_\_\_\_ NAME \_\_\_\_\_

**PAYMENT INFORMATION** OUR FEDERAL ID: 57-0845061

CK. ENCLOSED: \$ \_\_\_\_\_ BILL COMPANY: \_\_\_\_\_ PO # \_\_\_\_\_ CHARGE: VISA \_\_\_\_\_ MC \_\_\_\_\_

CARD# \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Ex.Date: \_\_\_\_ / \_\_\_\_

V CODE \_\_\_\_\_ Print Name: \_\_\_\_\_

This course is available as an in-house program conducted on your site. An in-house program gives you the ability to customize and combine any of our courses to fit your needs. The end result is training that is strictly tailored to meet your requirements.

