

HR NEWSLETTER

New Duty to Prevent Sexual Harassment – Are You Ready?

Your Legal Duty to Prevent Sexual Harassment: Key Steps for Compliance

The introduction of a new legal duty to prevent sexual harassment means employers are now required to take proactive steps to ensure a safe and respectful workplace for all employees and third parties. This legislation places a heightened responsibility on employers to create a culture that actively prevents harassment, rather than simply responding to incidents. Failure to comply could expose your business to legal risks, including tribunal claims and reputational damage.



Key Actions to Take Now



To ensure compliance, employers should:

- 1. Draft and Implement a Comprehensive Harassment Policy**
 - This should include clear reporting mechanisms, measures to address third-party harassment, and procedures for handling complaints for sexual harassment.
- 2. Conduct Workplace Risk Assessments**
 - Assess potential risks for harassment in the workplace or during virtual interactions.
- 3. Maintain an Action Log for Complaints and Outcomes**
 - Employers are required to thoroughly investigate all allegations of sexual harassment and take appropriate action.
 - Use the action log to record complaints, document outcomes, and analyse trends to assess the effectiveness of policies and measures.
- 4. Establish a Training and Awareness Programme**
 - Provide training sessions for all staff and management to educate them on preventing and addressing harassment.
 - Keep a training log to ensure all team members have completed their training.
- 5. Review and Update Regularly**
 - Periodically review policies, risk assessments, training and logs to ensure they remain current and effective.

What Does This New Duty Mean for Employers?

Employers must now:

1. Take reasonable steps to prevent sexual harassment in the workplace, including harassment by clients, customers, and other third parties.
2. Conduct regular risk assessments to identify potential risks and address them proactively.
3. Maintain clear, effective policies and procedures that set out expectations and provide robust protection for employees and others.

How Nectar HR Can Support You



At Nectar HR, we're here to make meeting your new obligations as straightforward as possible. Our services include:

- **Drafting Tailored Anti Harassment Policies**

Designed specifically for your business, ensuring compliance and practical implementation.

- **Conducting Risk Assessments**

We'll help you identify areas of concern and provide actionable recommendations.

- **Action Log Implementation and Support**

We'll guide you in maintaining a confidential and effective log to record complaints, outcomes, and trends, ensuring compliance with data protection laws.

- **Training Programmes**

Expert-led training for employees and management to build awareness and capability in preventing and addressing harassment.

- **Ongoing Support**

Compliance is not a one-off task. We offer regular policy reviews, refresher training, and audit services to keep your workplace safe and compliant.