



Professional Practice Support

POLICY AGAINST HARASSMENT – INCIDENT REPORT

The purpose of this document is to make an initial record of an alleged incident of harassment. It is not intended to have any legal status and all matters here are subject to further investigation.

Date of report:	<input type="text"/>	Reported to:	<input type="text"/>
Date of incident:	<input type="text"/>	Time:	<input type="text"/>
Place:	<input type="text"/>		
Reported by:	<input type="text"/>		
Witnessed by:	<input type="text"/>		

Name(s) and form group(s) of person(s) allegedly harassed:

Complaint lodged against: (supply name and form)

What is alleged to have happened?

Signed by:

Person(s) reporting incident	<input type="text"/>
Others who saw what allegedly happened	<input type="text"/>

Follow-up to incident reported

Date	<input type="text"/>
Time	<input type="text"/>
Action Taken	<input type="text"/>
By Whom	<input type="text"/>