

INTERNATIONAL INSTITUTE OF COSMETOLOGY

Sexual and Other Unlawful Harassment Prevention Policy

Policy Acknowledgment

I have received a copy of Int'l Institute of Cosmetology's ***Sexual and Other Unlawful Harassment Prevention Policy***, Rev. **09/01/2020** and I understand that it is my responsibility to read and comply with this policy. I understand I should consult with a supervisor or manager regarding any questions I may have about this policy.

I have also received a copy of the State of CT's ***Sexual Harassment Is Illegal*** notice.

I have been informed that the policy is included in the Employee Handbook, is posted on Int'l Institute of Cosmetology's on-line at www.studyhair.com/employee-resources. The ***Sexual Harassment Is Illegal*** notice is posted in teacher office.

Please go to below website or QR code and complete the sexual harassment training on the CHRO's website:



<https://portal.ct.gov/CHRO/Sexual-Harassment-Prevention-Training/Pages/Sexual-Harassment-Prevention-Resources>

(Either print or email the completion certificate and submit to your supervisor)

I understand that if I have knowledge, either direct or indirect, of harassment or discrimination in any form, I am obliged to report the circumstances immediately to a supervisor or manager.

Employee Signature _____

Employee Name Printed _____

Date _____