



PST TRAINING (PTY) LTD

PST Training (Pty) Ltd

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Workplace Harassment (Including Sexual Harassment)

Overview

Harassment in the workplace undermines employee dignity, productivity, and organisational culture. This seminar equips participants with knowledge and practical tools to recognize, prevent, and respond to harassment, including sexual harassment. Participants will learn about legal rights and responsibilities, reporting procedures, and strategies for building a respectful, inclusive workplace.

Key Objectives

By the end of this seminar, participants will be able to:

- Define workplace harassment (including sexual harassment) and understand its impact.
- Recognize the different forms of harassment and how they may appear in the workplace.
- Understand employee rights and employer obligations under labour law.
- Promote a safe, respectful culture by knowing how to report and address harassment.

Value Added

This seminar helps organisations not only meet compliance requirements but also build a positive workplace culture where employees feel safe, respected, and empowered.

Who should attend?

This seminar is ideal for:

- All employees across levels
- Supervisors & line managers
- HR, compliance & wellness managers
- Health & Safety representatives
- Anyone responsible for maintaining workplace culture & legal compliance

This seminar consists of the following 15 topics

Topic 1	What is workplace harassment? (definitions & examples)
Topic 2	Understanding sexual harassment and related behaviours
Topic 3	Forms of harassment: verbal, physical, non-verbal, psychological
Topic 4	Bullying vs. harassment: similarities & differences
Topic 5	The impact of harassment on individuals & organisations
Topic 6	Legal framework: Employment Equity Act & Code of Good Practice
Topic 7	Employee rights and protections
Topic 8	Employer responsibilities and obligations
Topic 9	Recognising early warning signs of harassment
Topic 10	Reporting procedures: how and where to report incidents
Topic 11	Handling complaints: roles of HR, managers, and committees
Topic 12	Support for victims: confidentiality and counselling
Topic 13	Consequences of harassment for perpetrators
Topic 14	Promoting respect, inclusion, and diversity in the workplace
Topic 15	Preventing harassment: proactive strategies and awareness programs

Additional Information

Duration	3-Hour Seminar	
Includes	• Seminar notes • Refreshments (not applicable to on-site / online training)	• Free telephonic after-training support • Electronic Attendance Certificate

PST Training (Pty) Ltd has been assessed and accredited as having satisfactorily met the MICT ETQA Specified Training Provider criteria. It provides an accepted benchmark of knowledge and skills, ensuring specified levels of competency and ability in terms of industry standards. Accreditation Number - ACC/2007/02/603.