

Protect yourself from sexual harassment

A workplace survival guide from
[Bolek Besser Glesius LLC](#)



What is the definition of sexual harassment?



Sexual harassment is unwelcome sexual advances, sexual touching, requests for sexual favors, or other unwelcome sexual behavior or comments in the workplace.

What are common signs of sexual harassment?

Suggesting you will be fired if you don't submit to **sexual favors**.

Unwelcome **sexual touching or assault**.

Repeated offensive **sexual jokes**, slurs, or name calling.

Sexual remarks about a person's appearance.

Displaying **offensive objects or pictures**, like pornography.

What do I do if I'm being sexually harassed?



Say no. Tell the harasser to stop.



Document. Keep all evidence and take notes.



Report. Report it to HR or management.

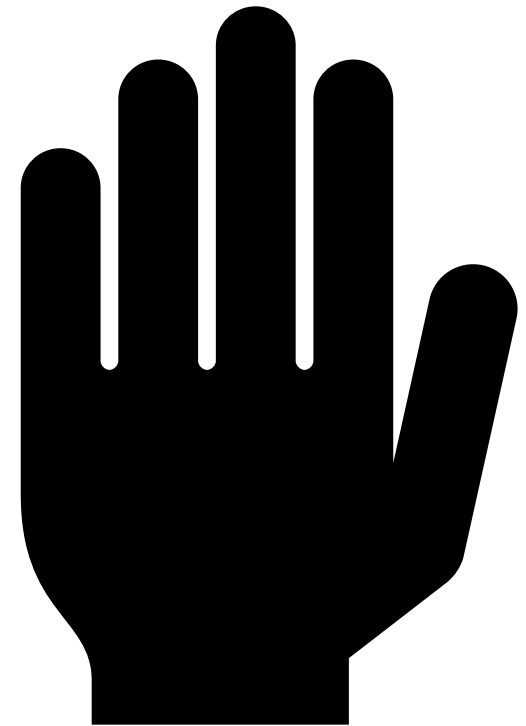


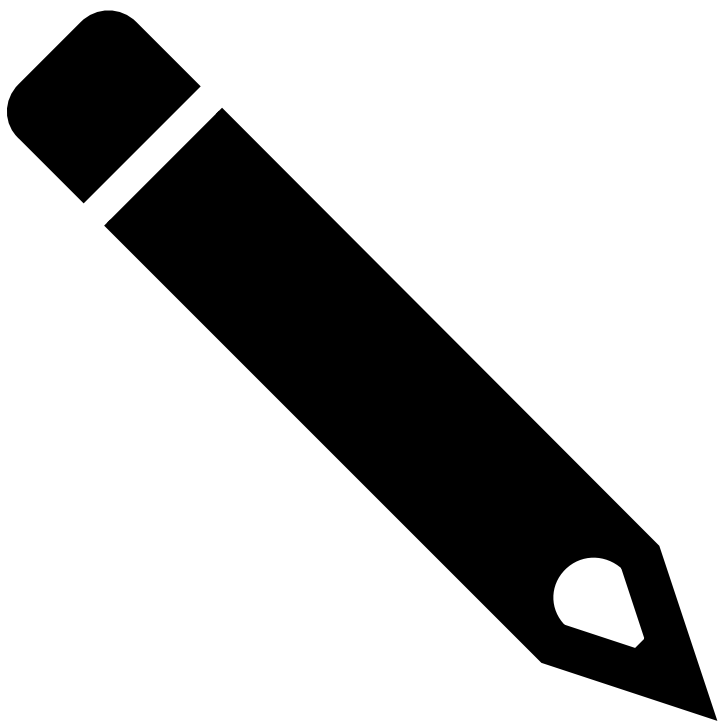
Get help. Talk to a lawyer.

Say no

Tell the harasser to stop, if you're able to do so safely.

If you are being harassed, it's natural to try and ignore or downplay it. But to be illegal, the harassment must be "unwelcome." Harassers count on your silence so they can later deny their conduct was unwelcome. Make clear that it is.





Document

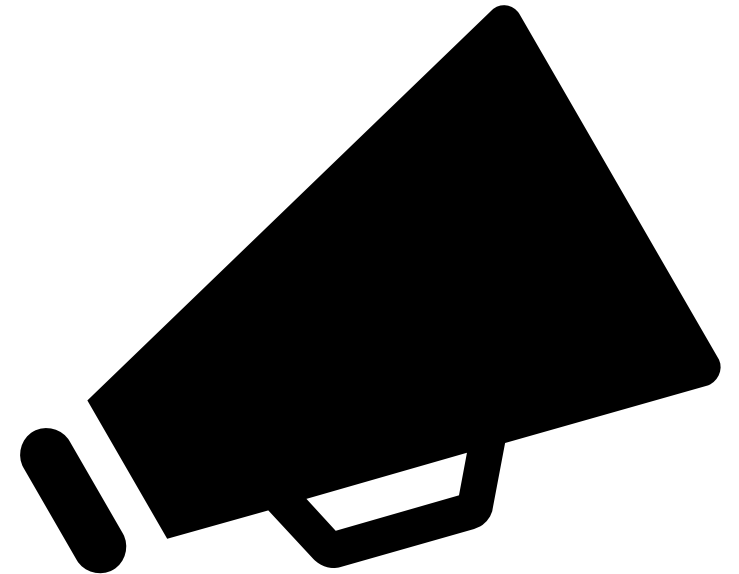
It's important to keep all evidence of the harassment. Save all harassing texts and emails. Make notes of each incident. Remember the notes may become evidence, so stick to the objective facts.

Keep all evidence in a safe place, not in your work email or on an electronic device owned by the employer.

Report

Report the harassment to HR or someone else in management. It's best to report by email so nobody can deny you reported.

You don't have to use any "magic words," but you should make clear that the behavior was offensive and sexual in nature. A vague complaint that your boss or coworker was rude, bullied you, or said something offensive might not be specific enough to protect your rights.





Get help

The best way to protect your rights is to know what they are. The Company will have a lawyer to protect itself. You should have one too. Many lawyers who represent employees will provide a free telephone consultation.



Can I be fired for reporting sexual harassment?

No. Federal law prohibits retaliating against employees who make a good-faith claim of sexual harassment.

Some examples of illegal retaliation include:

- Termination;
- Write-ups or suspension;
- Demotion;
- Transfer to a less favorable position; or,
- Any other action that might dissuade someone from reporting harassment in the future.

You are not alone.

If you have been sexually harassed, it is not your fault. But the harassment won't stop on its own. Take action to protect yourself.

Contact us at 216.464.3004 for a **free consultation** about your rights.

To learn more, visit the [Bolek Besser Glesius sexual harassment information page](#).





Sexual harassment resources

[National Women's Law Center Time's Up Legal Defense Fund](#)

[Cleveland Rape Crisis Center](#)

[Ohio Alliance to End Sexual Violence](#)

[U.S. Equal Employment Opportunity Commission](#)