

**TEMPLATE SEXUAL HARASSMENT
MANDATORY ANNUAL REPORT**

Note: This document in no way constitutes legal advice or guidance, nor does it guarantee compliance with state or federal regulations. Users should ensure compliance through consultation with their attorney.

In compliance with La. R.S. 42:344, this report contains information for calendar year 2019 regarding sexual harassment in the workplace.

- ❖ The number of public servants in the city/town/village who completed the sexual harassment training requirements found in La. R.S. 42:343 during 2019 is

99

- ❖ The number above represents 100 % of the public servants for the city/town/village.

- ❖ During 2019, the city/town/village received 0 complaints of sexual harassment.

- ❖ Of the complaints enumerated above, 0 resulted in a finding that sexual harassment had occurred.

- ❖ Of the complaints enumerated above, the finding of sexual harassment resulted in discipline or corrective action 0 times.

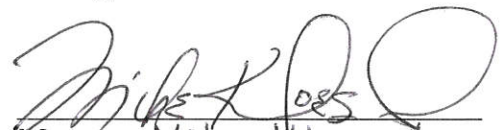
- ❖ Here is a listing of the time that it took to resolve each received complaint of sexual harassment:

Claim #1 _____ hours/days/weeks

Claim #2 _____ hours/days/weeks

(repeat as many times as necessary)

2-1-2020
Date



Mayor Mike Kloesel
City/Town/Village of Kaplan