



Retaliation in the Workplace Policy Template

1. Purpose:

Our company is committed to providing a safe and respectful work environment for all employees. Retaliation against individuals who report misconduct or participate in investigations is strictly prohibited.

2. Scope:

This policy applies to all employees, contractors, vendors, and any other individuals associated with our organization.

3. Reporting:

Any employee who believes they have been subjected to retaliation should report the incident to their supervisor, HR, or the designated compliance officer. Reports can also be made anonymously through our whistleblower hotline.

4. Investigation:

All reports of retaliation will be promptly and thoroughly investigated. Investigations will be conducted in a fair and impartial manner, and confidentiality will be maintained to the extent possible.

5. Consequences:

Employees found to have engaged in retaliation will be subject to disciplinary action, up to and including termination. Our company takes retaliation seriously and will not tolerate any form of reprisal.

6. Training:

All employees will receive training on this policy during onboarding and periodically throughout their employment. Training will cover the importance of reporting retaliation and the consequences for engaging in such behavior.

7. Compliance:

It is the responsibility of all employees to comply with this policy and report any suspected violations. Failure to do so may result in disciplinary action.

For more information on retaliation in the workplace, please refer to the Equal Employment Opportunity Commission's website: <https://www.eeoc.gov/retaliation>.