

Sexual Harassment & Workplace Compliance Suite on Cheetah™

Wolters Kluwer Legal & Regulatory US provides authoritative, accurate, timely analysis and resources to help you navigate the growing and constantly evolving legal and compliance complexities of sexual harassment within the workplace. **Cheetah™ Sexual Harassment & Workplace Compliance** provides employment law attorneys, human resource professionals, and corporate counsel with immediate access to front end preventative direction and powerful training tools, as well as guidance for how to handle issues, claims, and litigation matters should they arise, all within a single dashboard. You'll also benefit from updates on breaking developments, case decisions, and more via our Sexual Harassment news feed.

- **Proven, expert guidance:** From designing and managing an effective legal compliance program to responding to and investigating a sexual harassment complaint, to evaluating and litigating a wrongful discharge case, our resources will help you identify, handle, and preempt the possibility of sexual harassment within your organization.
- **Ready-to-implement training programs:** Templated and customizable training programs provide a PowerPoint presentation, presenter's script, sign-in form, final exam, and certificate of completion so you don't have to start from scratch! Training programs include sexual harassment prevention training for employees, sexual harassment prevention training for managers and supervisors, internal investigations training for managers and supervisors, and California-specific sexual harassment training programs.
- **Time-saving practical tools:** Our unique *State and Federal Anti-Harassment Laws SmartChart* allows you to quickly and easily compare topic-by-topic across 52 jurisdictions in a convenient, quick answer chart format. Instantly evaluate and compare applicable state and federal laws and regulations, prohibited practices, and policy and training requirements related to sexual harassment in the workplace, whistleblowing, discrimination, and more. Plus, our step-by-step practical SmartTasks with links to helpful resources save you time and make your workflows more efficient, compliant, and consistent.

LISTING OF AVAILABLE CONTENT

Federal Laws & Federal Regulations

Guidance

Sexual Harassment in the Workplace: Law and Practice (*Alba Conte*)

Sexual Harassment: A Guide to a Harassment-Free Workplace (*Kathleen Kapusta*)

Corporate Legal Compliance Handbook (*Theodore L. Banks, Frederick Z. Banks*)

EEOC Policy Guidance

Employee Dismissal Law and Practice (*Henry H. Perritt, Jr.*)

Equal Employment Opportunity Compliance Guide (*John F. Buckley*)

Public Employee Discharge and Discipline (*John F. Buckley*)

News

Sexual Harassment News

Practice Tools

State and Federal Anti-Harassment Laws Smart Chart

Responding to an EEOC Charge SmartTask

Responding to a Sexual Harassment Complaint SmartTask (*available soon*)

Responding to a Whistleblower Complaint SmartTask (*Jill S. Vorobiev*)

State Laws, Regulations & Summaries

Training Programs

Sexual Harassment Prevention Training for Employees

Sexual Harassment Prevention Training for Managers and Supervisors

California Sexual Harassment Prevention Training for Employees

California Sexual Harassment Prevention Training for Managers and Supervisors

Internal Investigations Training for Managers and Supervisors

Webinar Recording: Sexual Harassment Roundtable:

Practical Guidance for Employers

FEDERAL LAWS & FEDERAL REGULATIONS

A comprehensive, complete and updated repository of all federal laws and regulations impacting prohibitions on employment discrimination, including interagency agreements and EEOC interpretations.

GUIDANCE

Corporate Legal Compliance Handbook

by Theodore L. Banks, Frederick Z. Banks

Corporate Compliance has changed—stricter guidelines now impose criminal penalties for activities that were previously considered legal. This resource provides a unique combination: the essentials of the key laws your corporation must address, specific compliance regulations, and practical insights into designing, implementing, and managing an effective—and efficient—legal compliance program. It will help you identify the risks your company faces and devise a system to address those risks. It will help you create a targeted compliance program by examining the risks attached to job descriptions, creating the appropriate corporate policies, establishing control programs, communicating effectively, and testing the effectiveness of your program.

EEOC Policy Guidance

The Equal Employment Opportunity Commission's internal professional guidance to EEOC staff members on matters of enforcement policy. These guidance documents are relied upon when investigating and processing sexual harassment or other charges of discrimination.

Employee Dismissal Law and Practice

by Henry H. Perritt, Jr.

Whether your case involves a public or private sector job, a downsizing, or termination for cause, Employee Dismissal: Law and Practice provides the guidance you need in this rapidly evolving area of employment law. Providing in-depth analysis of the common law and statutory wrongful dismissal doctrines, as well as practical guidance on all aspects of employee dismissal litigation from complaints through jury instructions, Employee Dismissal: Law and Practice is an invaluable resource for evaluating and litigating a wrongful discharge case.

Equal Employment Opportunity Compliance Guide

by John F. Buckley

Examines all the major administrative and judicial decisions, interpretive memoranda, and other publications of the EEOC, providing compliance advice and the text of the most important of these publications. Explains EEOC regulations, together with annotations to relevant judicial decision. Designed to meet the needs of both employment law attorneys and human resource professionals, the Guide presents thorough EEO coverage that mirrors the continuity that exists between EEO claim avoidance strategy and EEO litigation strategy.

Public Employee Discharge & Discipline

by John F. Buckley

Managing public employment cases in today's volatile, fast-changing legal arena is no easy task. Just keeping up with the complex developments in constitutional, labor, civil service, administrative, and common law can be a full-time job. Public Employee Discharge & Discipline is the definitive work on every aspect of public employment law, helping practitioners deal with all public employment disciplinary and discharge issues for federal, state, and municipal employees.

Sexual Harassment: A Guide to a Harassment-Free Workplace

by Kathleen Kapusta

Because sexual harassment may often be subtle or hidden, it's not always easy for employers to spot and effectively deal with it when it occurs. In addition, traditional policies and procedures are failing. This unique resource can have an immediate and significant positive impact on the ways in which your organization identifies, handles, and preempts the possibility of sexual harassment in your organization.

Sexual Harassment in the Workplace: Law & Practice

by Alba Conte

A comprehensive treatise that provides all the information you need to successfully litigate a sexual harassment claim. This invaluable resource provides in-depth coverage of federal and state law, as well as step-by-step guidance through administrative proceedings and court actions from pleadings to awards of attorneys' fees. Attention is given to important topics such as suits by alleged harassers, insurance indemnification, and class actions.

NEWS

Sexual Harassment News

New development alerts and analysis on late-breaking case law and news delivered to your inbox. Each issue is also stored online for easy search and retrieval. Daily emails contain links to case law text or relevant external sources and are designed for easy access — no log-in required.

PRACTICE TOOLS

State and Federal Anti-Harassment Laws Smart Chart

This updated practice tool allows you to quickly and easily compare essential topics for each state in a convenient chart format. Simply choose your relevant states, and instantly evaluate and compare the applicable state and federal laws and regulations, prohibited practices, policy requirements, training mandates, and more for the following topics: Sexual Harassment, Sex Discrimination, Sexual Orientation Discrimination, Statutes of Limitations, and Whistleblower Protections.

Responding to an EEOC Charge SmartTask

Step-by-step practical legal guide with active links to key treatise materials and primary sources in outline form. Designed to provide employers with a fundamental understanding of how best to respond to a charge of discrimination.

Responding to a Sexual Harassment Complaint SmartTask

Step-by-step practical guide through all the steps required for a legally sufficient and compliant sexual harassment investigation.

Responding to a Whistleblower Complaint SmartTask

by Jill S. Vorobiev, Partner, Reed Smith LLP

Step-by-step practical legal guide with active links to key treatise materials and primary sources in outline form. Designed to provide respondents with a fundamental understanding of how best to respond to a whistleblower complaint.

STATE LAWS, REGULATIONS & SUMMARIES

A comprehensive, complete and updated repository of all state laws and regulations related to employment discrimination, relationships, requirements, and actions.

TRAINING PROGRAMS

California Sexual Harassment Prevention Training for Employees

This training program teaches your employees what they need to know to help your organization create and maintain a work environment that is free from sexual harassment, and complies with California's recent sexual harassment prevention training mandates, which require, by January 1, 2020, an employer having five or more employees to provide at least one hour of training and education regarding sexual harassment to all nonsupervisory employees in California within six months of their assumption of a position.

California Sexual Harassment Prevention Training for Managers and Supervisors

This training program teaches your supervisory personnel about the important role they play in preventing and eliminating sexual harassment, and complies with California's recent sexual harassment prevention training mandates, which require, by January 1, 2020, an employer having five or more employees to provide at least two hours of training and education regarding sexual harassment to all supervisory employees.

Internal Investigations Training for Managers and Supervisors

Provides managers and supervisors with the information they need to effectively conduct investigations involving the workplace and accurately document the process. The

course includes how to identify when an investigation may be warranted, how to respond effectively to complaints or misconduct, and how to determine who will conduct an investigation. Emerging topics, such as how to maintain the integrity of an investigation without imposing confidentiality requirements that run afoul of federal antidiscrimination and labor laws, cat's paw liability issues, and tips for distance interviewing, are also discussed. Each course contains multiple examples and discussion points, quick quizzes, and opportunities to actively engage participants. Further, every document in this training course is fully customizable to suit your needs.

Sexual Harassment Prevention Training for Employees

Teaches your employees what they need to know to help your organization create and maintain a work environment that is free from sexual harassment. The course covers key provisions of your sexual harassment policy, helps employees recognize sexual harassment through interactive discussions of workplace scenarios, and explains how to avoid inappropriate behaviors. It also teaches employees how to respond if they are subject to harassing behavior and explains how your organization will respond to complaints. Each course contains multiple examples and discussion points, quick quizzes, and opportunities to actively engage participants. Further, every document in this training course is fully customizable to suit your needs.

Sexual Harassment Prevention Training for Managers and Supervisors

Teaches your supervisory personnel about the important role they play in preventing and eliminating sexual harassment. As managers and supervisors, it is crucial that they learn about workplace sexual harassment because the elimination of sexual harassment in the workplace is an essential part of their jobs. Emerging developments in supervisor liability, gender-specific language, and how to respond quickly and effectively are included. Each course contains multiple examples and discussion points, quick quizzes, and opportunities to actively engage participants. Further, every document in this training course is fully customizable to suit your needs.

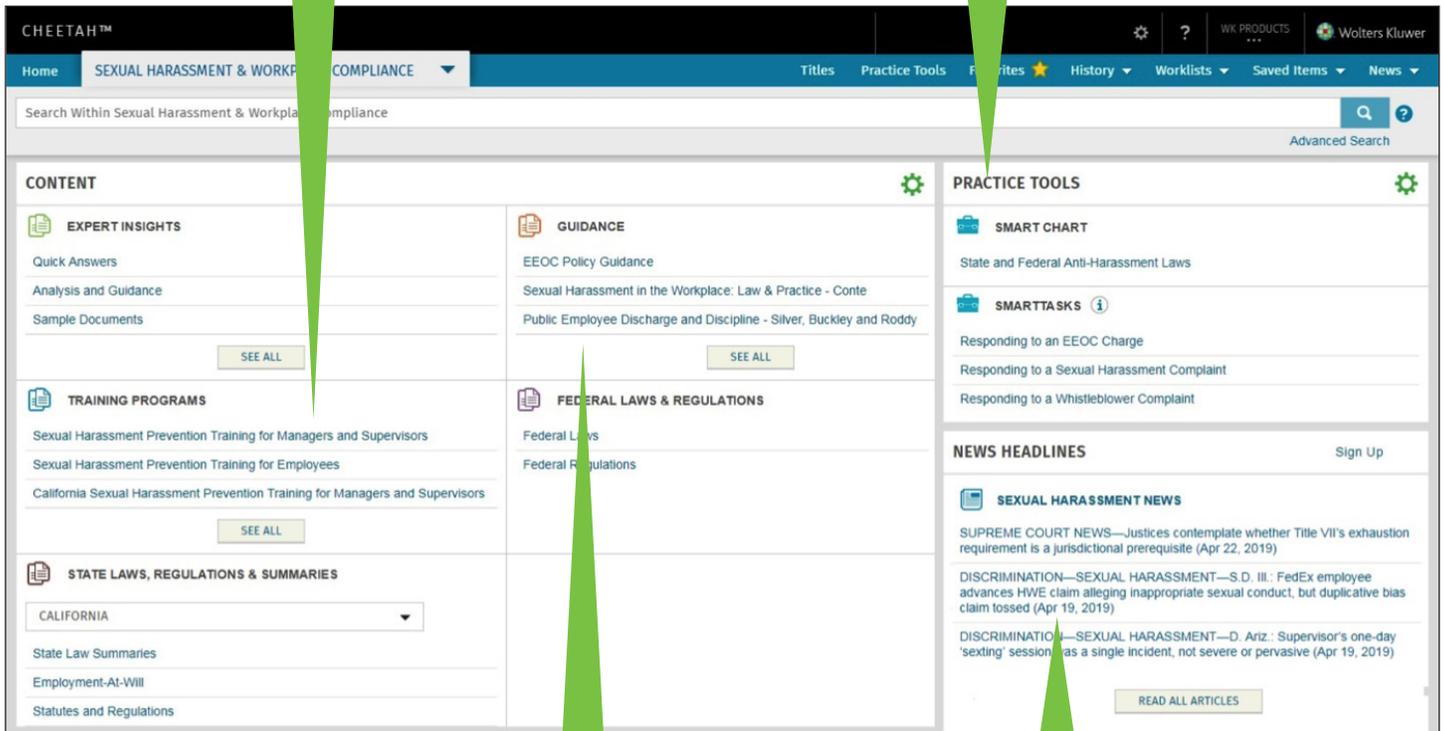
Sexual Harassment Roundtable: Practical Guidance for Employers

This one-hour Sexual Harassment Roundtable webinar recording focuses on practical guidance for employers. An all-star panel of legal experts guides you through the current workplace compliance landscape and discusses a wide range of topics, including:

- Why sexual harassment remains a persistent workplace problem
- The types of sexual harassment allegations that can be trickiest for employers
- Pros and cons of using nondisclosure clauses in settlement agreements
- How mandatory arbitration impacts sexual harassment claims
- Best practices for preventing sexual harassment and handling allegations when they do arise

TRAINING PROGRAMS – Templated and customizable training programs that provide a PowerPoint presentation, presenter’s script, sign-in form, final exam, and certificate of completion so you don’t have to start from scratch!

PRACTICE TOOLS – Our unique *State and Federal Anti-Harassment Laws SmartChart* allows you to quickly and easily compare topic-by-topic across 52 jurisdictions in a convenient, quick answer chart format. Plus, our step-by-step practical SmartTasks with links to helpful resources save you time and make your workflows more efficient, compliant, and consistent.



GUIDANCE - Our collection of treatises and practice guides written by leading experts in the profession ensure you know how to identify, prevent, and effectively handle sexual harassment matters.

NEWS HEADLINES – New development alerts and analysis on late-breaking case law and sexual harassment news delivered to your inbox.. Each development covered is also stored here for easy search and retrieval.

For more information, or to request a demo, please call your Wolters Kluwer Account Representative at **1-800-955-5217** or visit **WolterKluwerLR.com/cheetah**