

# Announcement of Anti-Harassment Policy

Dear Stakeholders,

We are committed to fostering a safe and respectful environment for all employees and stakeholders. To uphold this commitment, we are pleased to announce our new Anti-Harassment Policy, effective [insert date].

This policy establishes clear guidelines and procedures to prevent harassment and ensure prompt action is taken if any incidents occur. We believe that everyone has the right to work without fear of harassment or intimidation.

Key aspects of the policy include:

- A clear definition of harassment.
- Reporting procedures for affected individuals.
- Investigation processes and confidentiality assurances.
- Consequences for violating the policy.

We encourage you to review the full policy document available on our website [insert link] and participate in upcoming training sessions to ensure a thorough understanding of its implications.

Thank you for your attention and support in creating a respectful workplace.

Sincerely,

[Your Name]  
[Your Position]  
[Your Company]