

**SB 5118-S - DIGEST**

(DIGEST AS ENACTED)

Requires the director to adopt rules establishing guidelines for policies, procedures, and mandatory training programs on sexual harassment for state employees to be adopted by state agencies and establishing reporting requirements for state agencies on compliance with this act.

Requires agencies to: (1) Update or develop and disseminate among all agency employees and contractors a policy that: (a) defines and prohibits sexual harassment in the workplace; (b) includes procedures that describe how the agency will address concerns of employees who are affected by sexual harassment in the workplace; (c) identifies appropriate sanctions and disciplinary actions; and (d) complies with guidelines adopted by the director of personnel under this act;

(2) Respond promptly and effectively to sexual harassment concerns;

(3) Conduct training and education for all employees in order to prevent and eliminate sexual harassment in the organization;

(4) Inform employees of their right to file a complaint with the Washington state human rights commission under chapter 49.60 RCW, or with the federal equal employment opportunity commission under Title VII of the Civil Rights Act of 1964; and

(5) Report to the department of personnel on compliance with this act.

Declares that the cost of the training programs shall be borne by state agencies within existing resources.