

Oregon State Capitol Workplace Harassment Work Group

Discussion Draft – Training and Culture Subgroup

Please note: This draft is intended to facilitate a discussion of training and culture by documenting the subgroup's evolving consensus on specific issues. Members of the group are encouraged to identify any issues that would benefit from discussion and members of the public are invited to [provide comment](#) on the proposals.

Consensus: Ensure that all members of the Capitol community are familiar with the Harassment-Free Workplace policy by providing training on the policy and making policy-related information available on the Internet.

Consensus: Provide at least two hours of training per year. In-person attendance should be required, absent exceptional circumstances. Online training should be available. Encourage the participation or presence of high-level management.

Consensus: Training curriculum should be reviewed to identify improvements in substance and delivery. Potential substantive improvements include:

- More clearly describing conduct that constitutes workplace harassment.
- Encouraging active bystanders to promote a productive work environment.
- Articulating the human impact and harm to the work environment caused by harassment.
- Highlighting potential pitfalls with consensual relationships in the workplace, emphasizing that consent to specific conduct may be withdrawn.

Consensus: The delivery of training should be improved through the use of technology, including interactive, anonymous applications.

Consensus: Best practices include the regular use of culture (and climate) surveys to identify broader cultural issues and specific training needs. Survey results, or a summary, should be disclosed to create a continuous cycle of improvement. Highly qualified individuals should be selected to provide training and conduct surveys.

Consensus: Attendance at training should be mandatory. Records of legislator attendance at training should be publicly available. Legislators should sign an anti-harassment statement, similar to those signed by employees.

Outstanding issues: Consider additional methods of ensuring legislator attendance at training, including imposing fines or conditioning committee assignments on attendance. Explore the imposition of institutional sanctions on partisan staff who fail to attend training (e.g. condition staff email access on attendance).