

Bullying & Harassment Complaint Form



Employees who believe they are experiencing bullying & harassing in their workplace, are encouraged to report this to their supervisor as soon as possible. If their supervisor is unavailable or is engaged in this behavior, contact your department director.

Name and contact information of complainant
Name of alleged bully or bullies

Personal statement

Please describe in as much detail as possible the bullying and harassment incident(s), including:

- the names of the parties involved
- any witnesses to the incident(s)
- the location, date, and time of the incident(s)
- details about the incident(s) (behaviour and/or words used)
- any additional details that would help with an investigation

Attach any supporting documents, such as emails, handwritten notes, or photographs. Physical evidence, such as vandalized personal belongings, can also be submitted.

Continue your statement on the back side if more space is needed.

Signature	Date
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