

Course : Public Sector: Conducting an Investigation into a Report of Gender-Based and Sexual Violence in the Workplace

**Mastering Internal Investigation Methods to Ensure the Secure
Handling of VSST Reports**

Practical course - 2d - 14h00 - Ref. EQS

Price : 1240 € E.T.

NEW

This training course will enable you to master the fundamentals of an internal investigation related to occupational health and safety. It will enable you to conduct sensitive interviews in a professional manner and produce a legally sound report.

Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Legal Classification of VSS Incidents
- ✓ Initiating and Conducting an Internal Investigation
- ✓ Conduct interviews (complainant, respondent, witnesses)
- ✓ Ensuring confidentiality, impartiality, and legal certainty
- ✓ Analyze the facts and write a report that can be used to take action

Intended audience

HR Directors/Managers, managers, diversity and CSR officers, harassment or equality liaisons, employee representatives, and leaders of associations or institutions

Prerequisites

None

Course schedule

PARTICIPANTS

HR Directors/Managers, managers, diversity and CSR officers, harassment or equality liaisons, employee representatives, and leaders of associations or institutions

PREREQUISITES

None

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

1 Define the legal framework for VSST

Compétences visées

- Identify the mechanisms of discrimination
- Understanding Sexism
- Recognizing the VSST Pyramid
- Measuring VSS in Companies
- Measuring the Psychological, Social, and Professional Impacts of VSSTs

Activités pédagogiques

- In small groups: analysis of real-world cases from case law, videos

2 Identify the stakeholders and their responsibilities

Compétences visées

- Understanding the Responsibilities of the Various Stakeholders: Employers and Supervisors
- Understanding an Employer's Obligations: The Duty to Prevent
- Understanding Judicial and Disciplinary Procedures

Activités pédagogiques

- Analysis of provisions in the Penal Code and the Labor Code; review of case law to determine rights and penalties; quizzes developed by subgroups; practical case studies

3 Implement a prevention policy

Compétences visées

- Identify internal stakeholders: HR, managers, employee representatives, harassment liaison, and the Social and Economic Committee (CSE)
- Identifying Risk Factors in Companies
- Identify key tools for the company: internal policies, public notices, labor-management dialogue, and a prevention plan
- Have measurement tools and alert systems in place: national and local reporting systems, a hotline

Activités pédagogiques

- Work on a self-assessment checklist; develop a reporting system based on a real-world case study

TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

4 Taking Action Against Sexist Behavior

Compétences visées

- Listening to a Victim's Account: Compassion, Neutrality, and Objectivity
- Knowing how to guide the victim
- Take precautionary measures
- Conduct the investigation

Activités pédagogiques

- Analysis of "situation-problem" scenarios, role-playing exercises

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Dates and locations

REMOTE CLASS

2027 : 8 Mar., 14 June, 6 Sep., 29 Nov.

PARIS LA DÉFENSE

2027 : 1 Mar., 7 June, 30 Aug., 22 Nov.