

**What You Should Know: What to Do if You Believe You Have Been Harassed at Work**

1. If you feel comfortable doing so, **tell the person who is harassing you to stop.**
2. If you do not feel comfortable confronting the harasser directly, or if the behavior does not stop, report the matter to one of the following:
   1. The supervisor of the employee engaging in the hostile or abusive conduct.
   2. Another supervisor or other management official, if supervisor is the alleged harasser
   3. The Harassment Prevention Coordinator (HPC). For a list of HPCs, visit <https://www.va.gov/ORM/HPP.asp>
   4. The Harassment Prevention Program (HPP) ORM at 1-888-566-3982, Option 3.  HPP will track and monitor allegations through the centralized data base.