

Letter reporting harassment by a coworker

Subject: Complaint About Peer Harassment

Dear [HR Manager],

I am compelled to report harassment from my coworker, [Name], which occurred on [date(s)].

Specific instances include [description of actions or words], which are affecting my ability to work effectively.

I request that HR investigates this matter promptly and ensures a safe working environment.

Thank you for your prompt attention.

Sincerely,

[Your Name]

[Department]

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