

**TOWN OF HORNBECK, LOUISIANA**  
**2023 SEXUAL HARASSMENT**  
**MANDATORY ANNUAL REPORT**

***Note: This document in no way constitutes legal advice or guidance, nor does it guarantee compliance with state or federal regulations. Users should ensure compliance through consultation with their attorney.***

In compliance with La. R.S. 42:344, this report contains information for calendar year 2023 regarding sexual harassment in the workplace.

- ❖ The number of public servants in the city/town/village who completed the sexual harassment training requirements found in La. R.S. 42:343 during 2023 is

14 - Fourteen.

- ❖ The number above represents 100 % of the public servants for the city/town/village.

- ❖ During 2023, the city/town/village received 0 complaints of sexual harassment.

- ❖ Of the complaints enumerated above, 0 resulted in a finding that sexual harassment had occurred.

- ❖ Of the complaints enumerated above, the finding of sexual harassment resulted in discipline or corrective action 0 times.


- ❖ Here is a listing of the time that it took to resolve each received complaint of sexual harassment:

Claim #1 \_\_\_\_\_ hours/days/weeks

Claim #2 \_\_\_\_\_ hours/days/weeks

*(repeat as many times as necessary)*

01/31/2024  
Date

  
\_\_\_\_\_  
Mayor Clarence Beebe  
City/Town/Village of Hornbeck

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**Notes**

During the 2018 Regular Session, the Louisiana Legislature passed a new law titled, “Prevention of Sexual Harassment,” which is found in La. R.S. 42:341 – 345. Among the mandates contained in this new law is the preparation of an annual sexual harassment report.

Starting February 1, 2020, every public body shall compile an annual report by February 1 of each year containing information from the previous calendar year regarding compliance with La. R.S. 42:341 *et seq.* That mandatory annual report must include the following information from the prior calendar year:

1. the number and percentage of public servants in the body who have completed the training requirements (“public servant” is defined as any public employee and any elected official)
2. the number of sexual harassment complaints received by the body
3. the number of complaints which resulted in a finding that sexual harassment occurred
4. the number of complaints in which the finding of sexual harassment resulted in discipline or corrective action
5. the amount of time it took to resolve each complaint

Though this report is mandatory, there is no statutory obligation to submit the report to any government or regulatory agency. **HOWEVER, *this report is public record*** and must be made available to the public consistent with the Public Records Law.

There is no obligation under the law to provide the names of parties involved in the complaint, nor the nature of the complaint, nor the resolution of each and every complaint. Thus, the mandatory annual report may be very brief and numerical.

If the report results in a public records request for further information regarding the complaints, the public body is obliged to respond to that request in conformity with the Public Records Law. A guide for answering any such requests – along with an exhaustive table of public records exceptions – may be accessed and downloaded for free at [www.lma.org](http://www.lma.org).