



MSI Safety Newsletter Period 9 2026 Edition

THIS PERIOD WE'RE FOCUSING ON PREVENTING HARASSMENT AND MAINTAINING A RESPECTFUL WORKPLACE. EVERYONE DESERVES TO FEEL SAFE AND PROTECTED FROM INAPPROPRIATE CONDUCT. OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA) TREATS WORKPLACE VIOLENCE AND INTIMIDATION THAT PRESENT A RISK OF PHYSICAL HARM AS A RECOGNIZED SAFETY HAZARD.

HARASSMENT PREVENTION: RESPECT STARTS WITH YOU

A respectful workplace protects our people, our guests, and our company culture.

- **Treat Everyone With Respect:** Speak professionally and avoid jokes, comments, or behavior that could make someone feel uncomfortable.
- **Know What Harassment Looks Like:** Harassment can include unwanted comments, teasing, slurs, bullying, intimidation, or inappropriate touching.
- **Stop Inappropriate Conduct Early:** If a conversation or behavior is not respectful, stop it and redirect the team immediately.
- **Do Not Retaliate:** Never punish, threaten, reduce hours, or mistreat anyone for reporting a concern or participating in an investigation.
- **Lead by Example:** Managers and Above Store Leaders (ASL) set the tone by enforcing standards consistently and creating a safe environment for everyone.



REPORTING CONCERNS: SPEAK UP & PROTECT THE TEAM

Everyone should feel comfortable reporting concerns without fear.

- **Report Promptly:** Notify your Restaurant Manager, Area Coach, Director of Operations, Human Resources, or Loss Prevention as soon as possible.
- **Use the Hotline:** Concerns may also be reported through the anonymous Hotline: 1-888-751-8236.
- **Share the Facts:** Provide who was involved, what happened, when it happened, where it happened, and any witnesses.
- **Managers Must Escalate:** All harassment complaints must be taken seriously and reported through the proper channels immediately.
- **Protect Confidentiality:** Only discuss concerns with those who need to know in order to respond appropriately.

EVERYDAY BEST PRACTICES: KEEP IT PROFESSIONAL

- **Think Before You Speak:** Avoid comments about a person's appearance, body, age, race, religion, gender, disability or personal life.
- **Respect Boundaries:** Do not touch, pressure, tease, or repeatedly message someone after they have asked you to stop.
- **Include Everyone:** Do not isolate, mock, or exclude anyone from work-related communications or duties.



A harassment-free workplace is everyone's responsibility. When we show respect and speak up, we protect our team and our guests.

RESPECT, REPORT, PROTECT