



■ EQUAL EMPLOYMENT OPPORTUNITY

POLICY:

Our firm is an equal employment opportunity employer and is committed to providing a safe, comfortable working environment for you.

All employment decisions, including but not limited to employment promotions, raises, transfers and terminations are made, regardless of age (in CA, specifically 40 and over), gender, race, color, religion, national origin or ancestry, ethnicity, disability or medical condition, marital or domestic partnership status, sex (including pregnancy, childbirth and related medical conditions), denial of Family and Medical Care Leave, sexual orientation, gender expression or identity, results of genetic testing, military and veteran status, or other protected trait or class under applicable federal and state laws.

Moreover, we do not discriminate on the grounds of disability and will make reasonable accommodations for such persons otherwise qualified to perform the essential functions of the job.

PROCEDURE:

If you have any disability that affects your ability to perform the job, you should notify your supervisor and Human Resources.

As a result of the firm's EEO reporting requirements and support of diversity initiatives, we invite all employees to self-identify during the new hire process on the basis of race, gender, ethnicity, affectional or sexual orientation, gender identity or expression, disability and veteran status, but this identification is not required.



RIGHT TO BE FREE OF GENDER INEQUITY OR BIAS (IN PAY, COMPENSATION, BENEFITS OR OTHER TERMS AND CONDITIONS OF EMPLOYMENT)

POLICY:

New York, New Jersey and federal laws prohibit employers from discriminating against an individual with respect to his/her pay, compensation, benefits, or terms, conditions or privileges of employment because of the individual's sex.

FEDERAL LAW

Title VII of the Civil Rights Act of 1964 prohibits employment discrimination based on, among other things, an individual's sex. Title VII claims must be filed with the United States Equal Employment Opportunity Commission (EEOC) before they can be brought in court. Remedies under Title VII may include an order restraining unlawful discrimination, back pay, and compensatory and punitive damages.

The Equal Pay Act of 1963 (EPA) prohibits discrimination in compensation based on sex. EPA claims can be filed either with the EEOC or directly with the court. Remedies under the EPA may include the amount of the salary or wages due from the employer, plus an additional equal amount as liquidated damages.

Please be mindful that in order for a disparity in compensation based on sex to be actionable under the EPA, it must be for equal work on jobs the performance of which requires equal skill, effort, and responsibility, and which are performed under similar working conditions.

There are strict time limits for filing charges of employment discrimination. For further information, contact the EEOC at 800-669-4000 or at www.eeoc.gov.



RIGHT TO BE FREE OF GENDER INEQUITY OR BIAS (IN PAY, COMPENSATION, BENEFITS OR OTHER TERMS AND CONDITIONS OF EMPLOYMENT)

NEW JERSEY LAW

The New Jersey Law Against Discrimination (LAD) prohibits employment discrimination based on, among other things, an individual's sex. LAD claims can be filed with the New Jersey Division on Civil Rights (NJDCR) or directly in court. Remedies under the LAD may include an order restraining unlawful discrimination, back pay, and compensatory and punitive damages.

Another State law, N.J.S.A. 34:11-56.1 et seq., prohibits discrimination in the rate or method of payment of wages to an employee because of his or her sex. Claims under this wage discrimination law may be filed with the New Jersey Department of Labor and Workforce Development (NJDLWD) or directly in court. Remedies under this law may include the full amount of the salary or wages owed, plus an additional equal amount as liquidated damages.

Please be mindful that under the State wage discrimination law a differential in pay between employees based on a reasonable factor others than sex shall not constitute discrimination.

There are strict time limits for filing charges of employment discrimination. For more information regarding LAD claims, contact the NJDCR at 609-292-4605 or at www.njcivilrights.gov. For information concerning N.J.S.A. 34:11-56.1 et seq., contact the Division of Wage and Hour Compliance within the NJDLWD at 609-292-2305 or at <http://lwd.state.nj.us>.

NEW YORK LAW

New York law prohibits employment discrimination based on familial status, making it illegal for an employer to make employment decisions based on whether an applicant or employee is pregnant, has children, or is in the process of securing legal custody of a minor.

There are strict time limits for filing charges of employment discrimination. For further information, contact the New York State Department of Labor at 518-457-9000 or 888-4-NYS DOL, at <https://www.labor.ny.gov/home/>.