

## Employment Counseling & Litigation

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# New Anti-Harassment Posting and Distribution Requirements for NYC Employers

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As we have previously reported (see our April 19, 2018 *Client Alert*), New York state and New York City are growing increasingly active in taking measures to target sexual harassment in the workplace.

In May 2018, New York City Mayor Bill de Blasio signed into law a legislative package of bills collectively called the Stop Sexual Harassment in NYC Act, aimed at addressing and preventing sexual harassment in the workplace.

As part of that package, effective Sept. 6, 2018, New York City employers will be required to conspicuously display an anti-sexual harassment rights and responsibilities poster in both English and Spanish in employee breakrooms or other common areas employees gather. The poster is available on the New York City Commission on Human Rights' (NYCCHR) [website](#) for employers to download for legible color reproduction (with Spanish language version forthcoming). The law requires that the size and style of the poster be at least 8 ½ by 14 inches with a minimum 12-point type.

Also effective Sept. 6, 2018, New York City employers must distribute to individual employees at the time of hire an information sheet on sexual harassment developed by

the NYCCHR. This information sheet may be included in an employee handbook, and is available on the NYCCHR's website [here](#).

New York City employers should take note that, in addition to the posting and distribution requirements of the Stop Sexual Harassment in NYC Act, there are several other new, significant mandates under both *state* and *local* law geared toward eradicating sexual harassment in the workplace.

Other upcoming deadlines include the following:

For New York State employers:

- Employers must adopt a compliant sexual harassment prevention policy and provide to all employees in writing (effective Oct. 9, 2018).
- Employers must provide sexual harassment prevention training that meets or exceeds certain minimum standards to all employees on an annual basis (effective Oct. 9, 2018).

Additional requirements for New York City employers:

- In addition to the requirements for New York State employers above, New

York City employers with 15 or more employees will be required under *local* law to annually conduct an anti-sexual harassment interactive training for all employees, including interns, employed within the City of New York (effective April 1, 2019). Therefore, as of that date, covered New York City employers will need to comply with the annual training requirements under both state (see above) and local law.

We at Lowenstein Sandler would be pleased to answer any questions regarding state and local anti-harassment requirements.

## Contacts

Please contact the listed attorneys for further information on the matters discussed herein.

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