

In 2018 both the NYS Legislature and the NYC Council adopted new legislation to prevent sexual harassment in the workplace. Guidance and information on the new requirements, which apply to ALL employers, are available at [CNYC's November 11 Conference](#) in "Anti-Harassment Policies and Training: Don't be the Next Headline."

The City's new policies, introduced in the Stop Sexual Harassment in NYC Act, go into effect in April 2019. New York State's new policies took effect on October 9, 2018, with the exception of new training requirements, the deadline for which has been extended to October 1, 2019. Following is a summary to help you ensure your cooperative or condominium is in compliance.

What's Involved?

To comply with New York State's new requirements, ***ALL employers*** (regardless of number of employees), must:

1. Adopt and distribute a sexual harassment policy that meets or exceeds minimum standards set by NYS. Those standards can be found here: <https://www.ny.gov/combating-sexual-harassment-workplace/employers>. An option is to use the model policy produced by NYS, also found on same the webpage as a downloadable document. ***This policy must be distributed to ALL employees in writing by October 9, 2018***, in their language of choice. If you have not already done so, adopt and distribute a policy now.
2. Provide employees with sexual harassment prevention training by ***October 1, 2019***. Employers may choose to use the model training developed by the NY State Department of Labor and Division of Human rights, or ensure that the training they use meets NYS's minimum standards. The model training and minimum standards can be found here: <https://www.ny.gov/combating-sexual-harassment-workplace/employers>

To comply with New York City's new requirements,

1. ***Employers with more than 15 employees*** must conduct annual anti-sexual harassment training for all employees, beginning in 2019. The City will develop and share an online training available on its website that will satisfy this requirement. The requirements can be found at: <https://www1.nyc.gov/site/cchr/law/stop-sexual-harassment-act.page>
2. Keep a record of all trainings, including a signed employee acknowledgement. These may be kept electronically.
3. ***ALL employers*** are required to display anti-sexual harassment rights and responsibilities notices in English and Spanish and distribute a factsheet to individual employees when they are hired. See: https://www1.nyc.gov/assets/cchr/downloads/pdf/materials/SexHarass_Notice-8.5x11.pdf and https://www1.nyc.gov/assets/cchr/downloads/pdf/materials/SexHarass_Factsheet.pdf