

**LOCAL LAWS  
OF  
THE CITY OF NEW YORK  
FOR THE YEAR 2018**

---

**No. 95**

---

Introduced by Council Members Cornegy, Cumbo, Rose, Rosenthal, Chin, Gibson, Powers, Constantinides, Lander, Ayala, Miller, Adams, Rivera and Koslowitz.

**A LOCAL LAW**

**To amend the administrative code of the city of New York, in relation to creating an anti-sexual harassment rights and responsibilities poster**

*Be it enacted by the Council as follows:*

Section 1. Section 8-107 of the administrative code of the city of New York is amended by adding a new subdivision 29 to read as follows:

*29. Anti-sexual harassment rights and responsibilities; poster. (a) Every employer must conspicuously display an anti-sexual harassment rights and responsibilities poster designed by the commission, in employee breakrooms or other common areas employees gather. Every employer at a minimum shall display such poster in English and in Spanish.*

*(b) The commission shall create a poster that sets forth in simple and understandable terms the following minimum requirements:*

*(1) An explanation of sexual harassment as a form of unlawful discrimination under local law;*

*(2) A statement that sexual harassment is also a form of unlawful discrimination under state and federal law;*

*(3) A description of sexual harassment, using examples;*

*(4) The complaint process available through, and directions on how to contact, the commission;*

*(5) The complaint process available through, and directions on how to contact, the state division of human rights;*

*(6) The complaint process available through, and directions on how to contact, the United States equal employment opportunity commission; and*

*(7) The prohibition against retaliation, pursuant to subdivision 7 of section 8-107.*

*(c) The size and style of the poster shall be at least 8 1/2 by 14 inches with a minimum 12 point type. Such poster shall be made available in English and Spanish and any other language deemed appropriate by the commission, however, any such poster shall only contain one language.*

*(d) Any poster required pursuant to this section shall be made available on the commission's website for employers to download for legible color reproduction in English, Spanish and any other language deemed appropriate by the commission.*

*(e) The commission shall develop an information sheet on sexual harassment that employers shall distribute to individual employees at the time of hire. Such information sheet may be included in an employee handbook. Such information sheet shall contain, at a minimum, the same elements of paragraph (b) of this subdivision. The information sheet shall be made available in English and Spanish and any other language deemed appropriate by the commission.*

§ 2. This local law takes effect 120 days after it becomes law; provided, however that the commission on human rights shall take all actions necessary for its implementation, including the promulgation of rules, before such date.

THE CITY OF NEW YORK, OFFICE OF THE CITY CLERK, s.s.:

I hereby certify that the foregoing is a true copy of a local law of The City of New York, passed by the Council on April 11, 2018 and approved by the Mayor on May 9, 2018.

MICHAEL M. McSWEENEY, City Clerk, Clerk of the Council.

CERTIFICATION OF CORPORATION COUNSEL

I hereby certify that the form of the enclosed local law (Local Law No. 95 of 2018, Council Int. No. 630-A of 2018) to be filed with the Secretary of State contains the correct text of the local law passed by the New York City Council and approved by the Mayor.

STEPHEN LOUIS, Acting Corporation Counsel.