

Sexual Harassment Prevention Notice



Combating
Sexual Harassment

Sexual harassment is against the law.

All employees have a legal right to a workplace free from sexual harassment, and [The Inc. Village of Shoreham] is committed to maintaining a workplace free from sexual harassment.

Per New York State Law, [The Inc. Village of Shoreham] has a sexual harassment prevention policy in place that protects you. This policy applies to all employees, paid or unpaid interns and non-employees in our workplace, regardless of immigration status. You are receiving this notice, as required by law, either at the time of hiring or during your annual sexual harassment prevention training.

If you believe you have been subjected to or witnessed sexual harassment, you are encouraged to report the harassment to a supervisor, manager or [Clerks office] so we can take action.

Our complete policy ☐ is enclosed/attached ☒ may be found at the link below:

<https://www.shorehamvillage.org/home/pages/employee-info>

Our training materials ☐ are enclosed/attached ☒ may be found at the link below:

<https://www.shorehamvillage.org/home/pages/employee-info>

Our Complaint Form ☐ is enclosed/attached ☒ may be found at the link below:

<https://www.shorehamvillage.org/home/pages/employee-info>

If you have questions or to make a complaint, please contact:

[Clerks office 631-821-0680]

[A Board Member]

For more information and additional resources, please visit:
www.ny.gov/programs/combating-sexual-harassment-workplace