

Sexual Harassment Prevention Policy Notice



Combating
Sexual Harassment

Sexual harassment is against the law.

All employees have a legal right to a workplace free from sexual harassment, and Cloverwood and Friendly Home are committed to maintaining a workplace free from sexual harassment.

Per New York State Law, Cloverwood and Friendly Home have 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.

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

Our complete policy may be found: [Human Resources Office or Paylocity Self-service Portal \(company section\)](#)

Our Complaint Form may be found: [Human Resources Office or Paylocity Self-service Portal \(company section\)](#)

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

Human Resource V.P./Director; Department Head/Supervisor; Administrator

Human Resources VP: (585) 789-3203
Human Resources Director: (585) 789-3202
Friendly Home Administrator: (585) 789-3352
Cloverwood Administrator (585) 248-1110

For more information and additional resources, please visit:

www.ny.gov/programs/combating-sexual-harassment-workplace