

# **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 Town of West Seneca is committed to maintaining a workplace free from sexual harassment.**

**Per New York State Law, Town of West Seneca 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.**

**If you believe you have been subjected to or witnessed sexual harassment, you are encouraged to report the harassment to a Department Head, Manager, Town Compliance Officer or Human Resources, so we can take action.**

**Our complete policy may be found: On File in the Office of Town Supervisor and HR/Administrative Offices (located in the Community Center)**

**Our Complaint Form may be found: With This Notice**

**Our training materials may be found: On File in the Office of Town Supervisor and HR/Administrative Offices (located in the Community Center)**

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

**Town Compliance Officer, John Minear at [jminear@twсны.org](mailto:jminear@twсны.org)  
or  
Human Resources at 716.674.7900**

**For more information and additional resources, please visit:**

**[www.ny.gov/programs/combating-sexual-harassment-workplace](http://www.ny.gov/programs/combating-sexual-harassment-workplace)**