



The New York Association of Realty Managers

Government Mandated Compliance Training

New York State Sexual Harassment Laws

BY October 9, 2018 New York State MANDATES that all employers, “shall adopt the model sexual harassment prevention policy or establish a sexual harassment prevention policy to prevent sexual harassment that equals or exceeds the minimum standards provided by such model sexual harassment prevention policy. **Such sexual harassment prevention policy shall be provided to all employees in writing.**”

POLICY <https://www.ny.gov/sites/ny.gov/files/atoms/files/SexualHarassmentPreventionModelPolicy.pdf>

As of October 9, 2018 NYS MANDATES that all employees, and employers, complete required training between Oct 9, 2018 and Oct 9, 2019.

WHO Can Be a Target of Sexual Harassment?

Sexual harassment can occur between any individuals, regardless of their sex or gender. New York Law protects employees, paid or unpaid interns, and non-employees, including independent contractors, & those employed by companies contracting to provide services in the workplace. A perpetrator of sexual harassment can be a superior, a subordinate, a coworker or anyone in the workplace including an independent contractor, contract worker, vendor, client, customer or visitor.

- ▶ **TRAINING Cost \$275 PER PERSON 3 Hours- BUILDING EMPLOYERS:** Management, Building Owners, Coop/Condo Boards, Supervisors, Resident Managers, Superintendents, Property Managers & Supervisors of Contractors & Venders who work in occupied buildings and their assistants.
- ▶ **TRAINING Cost \$250 PER PERSON 2.5 Hours - EMPLOYEES and STAFF of the above.**

TRAINING SCHEDULE - One Morning or Afternoon Session Required

OCTOBER Dates **23, 24**

- Morning - For **Staff/Employees** – One 2.5 hour Session, 10:30am to 1pm
- Afternoon - For **Supervisors/Employers/Management** – One 3 hour Session, 2pm to 5pm

NOVEMBER English Language Dates **6, 7, 9, 15**

- Mornings - For **Supervisors/Employers/Management** – One 3 hour Session, 10:30 to 1:30pm
- Afternoons - For **Staff/Employees** – One 2.5 hour Session, 2:30m to 5:00pm
- ❖ **Spanish Language Nov 8th** Morning or Afternoon - **Choose** 10:30-1:30pm or 2:30pm to 5:30pm
- ❖ **Albanian Language Nov 14th** Morning or Afternoon - **Choose** 10:30-1:30pm or 2:30pm to 5:30pm

DECEMBER Dates Determined by Combined Trainee/Instructor Coordinated Availabilities

INSTRUCTORS All Trainings will have two instructors

- a) **Primary Instructor** - An Attorney that is licensed to practice law in New York State.
- b) **Secondary Instructor** - Margie Russell, a prominent trainer in building management issues in NYC and NYS. During Ms. Russell's 30 year+ real estate management career, she has dedicated - tens of thousands of hours - teaching and, creating curriculum for those employed in building management. Bio www.linkedin.com/in/margierussell/

NYARM's Gold Standard Training Includes:

- 1) **Documentation** will be provided to each successful trainee as proof of completion.
- 2) Training **compliant with all** requirements of NYS law
- 3) Training compliant with **NYC laws that are known to date (NYC training required beginning April 2019)**
- 4) However, NYC law doesn't take effect until April 2019 and there **may be updates or addendums**
- 5) If NYC updates their rules in 2019, NYARM will offer multiple **additional NYC addendum trainings in 2019 at no cost \$0** for each previously NYARM trained individual
- 6) Updated documentation will be provided to each successful trainee as proof of completion of NYC requirements
- 7) **NYARM's Training is Customized for the Building Management Industry - New York State Requires that training..... should be modified to reflect the work of the organization by industry specific scenarios.**

LOCATION Pearl Studios, 500 Eighth Ave, at West 35th St

Bulk pricing per company or group
\$190 per person 100 or more
\$200 per person for 30 - 100
\$225 per person for 15-29