

**New York State and New York City laws extend protections to survivors, or those perceived to be survivors of domestic violence, sexual assault, or stalking.**

- **Read more** about these laws at [www.nyc.gov/domesticviolence](http://www.nyc.gov/domesticviolence).

# Safe at Home Safe at Work

Policies and Practices to Keep Survivors of Domestic Violence, Sexual Assault, and Stalking Safe and Working

## FOR EMPLOYERS

If your employee is a survivor of DOMESTIC VIOLENCE, SEXUAL ASSAULT, OR STALKING –

### You can support your employee by:

- **Listening to and believing the employee** who is experiencing domestic violence, sexual assault, or stalking. You can **tell them that it is not their fault** and that you are worried about their safety.
- **Asking your employee** about their safety concerns and what can be done in the workplace to make everyone safer.
- **Educating yourself** and your employees about domestic violence, sexual assault, and stalking, and on how to seek help at [www.nyc.gov/domesticviolence](http://www.nyc.gov/domesticviolence).
- **Creating a workplace policy to support survivors** and ensure safety and productivity in your business. View a model policy at [www.workplacesrespond.org/learn/model-policy](http://www.workplacesrespond.org/learn/model-policy).
- **Cooperating in securing unemployment insurance** for your employee if they left work because of the violence.
- **Calling the NYC Commission on Human Rights** for information on workplace protection laws at **311** or **718-722-3131**, or visit [www.nyc.gov/humanrights](http://www.nyc.gov/humanrights).

### The law requires that you:

- Permit your employee **time off to speak to a District Attorney or seek an Order of Protection**.
- **Make “reasonable accommodations”** when requested (if you employ four or more people) as long as they are not an “undue burden” to your business.
- **Do not discriminate** against a survivor in hiring, promotion, or other considerations in the workplace due to their status as a survivor.
- **Keep confidential** any information about the employee’s situation, requests for time off, or accommodations.

## FOR EMPLOYEES

If you are a survivor of DOMESTIC VIOLENCE, SEXUAL ASSAULT, OR STALKING –

### You have the right to:

- **Take time off to speak with a District Attorney or seek an Order of Protection.**
- **Ask your employer for “reasonable accommodations,”** like changing your worksite, schedule, or phone number.
- **File for unemployment insurance** if you lost or left your job because of the violence – even if you quit, were fired, or relocated due to the violence.
- Have any personal **information shared** with your employer remain **confidential**.

### You cannot be fired or penalized because:

- You are a victim or survivor of domestic violence, sexual assault, or stalking.
- Your abusive partner harasses or makes threats to you or others at your workplace.

### You may have to:

- Tell your employer about the abuse in order to get reasonable accommodations, and your employer may ask for proof – like a letter from a service provider, police report, District Attorney’s Office, or court staff.

### For more information or to ask for help:

- Call the **NYC 24-Hour Domestic Violence Hotline** at **311** or **(800) 621-4673**.
- Visit [www.nyc.gov/domesticviolence](http://www.nyc.gov/domesticviolence).
- Call the NYC Commission on Human Rights to report an employer violation at **311** or **718-722-3131** or visit [www.nyc.gov/humanrights](http://www.nyc.gov/humanrights).