



FRED R. GUINTA
CHAIR

DEBRA A. DERRICO
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THE CITY OF NEW YORK
Community Board 2
BOROUGH OF STATEN ISLAND

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**Staten Island Community Board #2
Equal Employment Opportunity
and
Sexual Harassment Policy Statement**

The City of New York is an equal opportunity employer. The City's Equal Employment Opportunity ("EEO") Policy prohibits employment discrimination based on race, creed, color, national origin, gender, disability, marital status, partnership status, caregiver status, sexual orientation, uniformed service or alienage or citizenship. City employees, paid or unpaid, permanent or temporary, managerial or non-managerial is protected from unlawful discrimination by the EEO policy and by federal, state, and local anti-discrimination laws. The EEO Policy and anti-discrimination laws protect those who seek to work for the City, as well. Community Board #2 accepts the responsibility and pledge our full support to New York City's policy of non-discrimination and EEO opportunity within our organization.

Sexual harassment is a form of employment discrimination prohibited by the EEO Policy and law. All Staten Island Community Board 2 employees should be familiar with the EEO Policy's protections against sexual harassment. The EEO Policy incorporates the protection provided by federal, state and local laws and implements them by providing for disciplinary sanctions to be imposed on employees who engage in sexual harassment.

Federal guidelines define sexual harassment as "unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature . . . when: 1) submission to the conduct is made either explicitly or implicitly a term or condition of an individual's employment; 2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or 3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment." Under the New York City Human Rights Law, verbal or physical conduct that treats a person "less well" because of gender is unlawful.

Sexual harassment may involve individuals of the same or different genders. A broad range of conduct by supervisors and co-workers may constitute sexual harassment, including, but not limited to, making remarks or gestures or displaying pictures that are sexually suggestive; engaging in verbal banter, abuse or harassment of a sexual nature; requesting -- directly or subtly -- sexual favors; and subjecting another person to unwelcome touching, patting, pinching or other contact.

Sexual harassment is strictly prohibited. Employees who violate this policy are subject to discipline, including termination. Persons who violate this policy may also be subject to civil damages or criminal penalties.

The City's policy prohibiting sexual harassment does not forbid consensual social relationships between employees. But it does prohibit gender-based conduct that is unwanted or creates an intimidating and hostile work environment.

Managers, supervisors and human resources personnel must promptly notify the agency EEO Officer in writing, either via email or a memorandum, if they receive a complaint alleging sexual harassment or if they observe, learn about, or suspect that any violation of the Policy has occurred. Managers and supervisors should encourage subordinates to consult with the EEO Officer.

Community Board #2 urges anyone covered by the New York City Equal Employment Opportunity Policy who believes he or she has been subjected to discrimination or sexual harassment should report the conduct to

Chair Fred R. Guinta at Telestar90@aol.com, 917-848-2890.

District Manager Debra A. Derrico at dderrico@cb.nyc.gov, 718-568-3581

Staff may also seek assistance from the EEO Officers at the Staten Island Borough President Office.

Anthony T. Esposito at aesposito@statenisdusa.com, 718-816-2039

Marie Carmody-LaFrancesca at mlafrancesca@statenisdusa.com, 718-816-2141

It is important to report all concerns about discrimination and sexual harassment conduct as soon as possible.

In addition to the internal process for filing complaints under the EEO Policy, individuals may choose to pursue their complaint through federal, state, or local enforcement agencies charged with enforcing discrimination laws. Some external agencies are listed below; however, this is not intended to be an exhaustive list.

New York City Commission on Human Rights
22 Reade Street, First Floor
New York, NY 10007
(718) 722-3131 <https://www1.nyc.gov/site/cchr/index.page>

New York State Division on Human Rights
One Fordham Plaza, Fourth Floor
Bronx, NY 10458
(888) 392-3644
<https://dhr.ny.gov>

U.S Equal Employment Opportunity Commission
33 Whitehall Street, Fifth Floor
New York, NY 10004
(800) 669-4000 <https://www.eeoc.gov/field/newyork>

All inquiries, complaints and investigations are treated confidentially. Information is revealed strictly on a need-to-know basis. Information contained in a formal complaint is kept as confidential as possible.

No employee may retaliate against or harass any person for filing a complaint or cooperating in the investigation of the complaint. Retaliation or harassment is unlawful and subject to disciplinary action.

Fred R. Guinta
Chair, Community Board #2
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