



## **Executive Order to Mandate Anti-Sexual Harassment Training for All Public Employees**

**CITY OF HOBOKEN**

**No.**

**EXECUTIVE ORDER**

**Date:**

**WHEREAS**, it is essential to the principled function of local government that all employees of the City of Hoboken ("City"), including but not limited to all municipal, police and fire personnel and elected and appointed officials, understand and abide by the highest of standard of conduct in the functions of their employment; and

**WHEREAS**, as Mayor of the City of Hoboken it is among my responsibilities to ensure that all City employees are versed in those standards of conduct and ordinances which apply to them; and

**WHEREAS**, mandatory anti-sexual harassment training is an effective method of educating the employees of the City and ensuring both the administration and the citizens of the City that employees maintain an unyielding comprehension of those standards of conduct which we request of them.

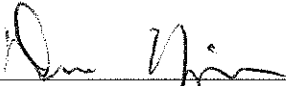
**NOW, THEREFORE, I, DAWN ZIMMER**, Mayor of the City of Hoboken, by virtue of the authority vested in me by the United States Constitution, the Constitution of this State, and State and Local Law, do hereby, **ORDER, DIRECT AND ISSUE THE FOLLOWING EXECUTIVE ORDER:**

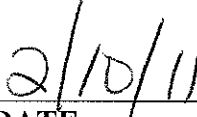
1. Every City employee including, but not limited to, all municipal, police and fire personnel and elected and appointed officials, shall participate in an anti-sexual harassment training program when authorized, directed and made available by the Business Administrator.
2. All new City employees and officials hired after the execution date of this Executive Order shall participate in such an anti-sexual harassment training program when authorized, directed and made available by the Business Administrator.
3. Every City employee including, but not limited to, all municipal, police and fire personnel and elected and appointed officials, shall participate in an anti-sexual harassment training program every year following his or her initial training session pursuant to this Executive Order.
4. Every City employee shall submit a signed statement certifying his or her participation in each training session pursuant to this Executive Order, which statements shall be placed in his or her personnel file.
5. The Office of the Corporation Council shall coordinate with the Business Administrator to establish regular training sessions sufficient to allow affected individuals to comply with this Executive Order.
6. Any violation of this Executive Order may result in dismissal or other appropriate lesser sanctions as determined by the Business Administrator with the Mayor's consent.

OFFICE OF THE MAYOR

This Executive Order shall take effect immediately.

**APPROVED:**

  
\_\_\_\_\_  
DAWN ZIMMER  
MAYOR

  
\_\_\_\_\_  
DATE


**AS TO FORM:**

\_\_\_\_\_  
MARK A. TABAKIN  
CORPORATION COUNSEL

\_\_\_\_\_  
DATE

**ATTESTED TO AND RECORDED BY:**

  
\_\_\_\_\_  
JAMES J. FARINA  
CITY CLERK

  
\_\_\_\_\_  
DATE

This Executive Order shall remain in the custody of the City Clerk. Certified copies are available upon request.