

WIGGIN AND DANA

SEXUAL HARASSMENT PREVENTION TRAINING SEMINAR

☐ New Haven, Tuesday, October 18, 2106

☐ Stamford, Wednesday, October 19, 2016

***** REGISTRATION DEADLINE: Thursday, October 13, 2016*****

REGISTRATION FORM

Name: _____ Title: _____

Name: _____ Title: _____

Name: _____ Title: _____

Name: _____ Title: _____

Name: _____ Title: _____

Company/Firm: _____

Business Address: _____

Contact Person: _____ Email: _____

Telephone: _____ Fax: _____

Number of Attendees: New Haven _____ Stamford _____

Registration fee: \$65.00 per person (payable to Wiggin and Dana LLP)

Amount enclosed: \$ _____

Please return completed registration form and payment to:

Kathleen Cohen
Wiggin and Dana LLP
One Century Tower
265 Church Street
New Haven, CT 06510

If you have any questions, please contact Kathleen Cohen at KCohen@wiggin.com.

Note: Because the two-hour time period for training is mandated by law, attendees should arrive promptly at the specified starting time. Due to building security in New Haven and Stamford, please make sure that you have a photo ID with you. Your ID is needed to prepare a visitor's badge which will allow you access to the Wiggin and Dana offices.

**SEXUAL HARASSMENT PREVENTION
TRAINING SEMINARS**

NEW HAVEN

Wiggin and Dana LLP
New Haven Office
Date: October 18, 2016
Time: 9:00-11:15 a.m.

STAMFORD

Wiggin and Dana LLP
Stamford Office
Date: October 19, 2016
Time: 9:00-11:15 a.m.

**REGISTRATION
DEADLINE:**

Thursday, October 13, 2016

Connecticut law requires that employers with fifty or more employees provide two hours of training and education on the prevention of sexual harassment to all supervisory employees within six months of their assumption of a supervisory position. The Department of Labor also encourages supervisory employees to be re-trained every three years in light of ongoing developments in this ever-changing area of the law.

Many of you have already provided training to supervisors on this subject, but need a cost-effective way to train supervisors who missed the initial training, employees who recently became supervisors, and supervisors whose last training session took place more than three years ago and could benefit from a refresher course.

To assist employers in meeting their training obligations, and to raise employee awareness about other forms of unlawful discrimination and harassment, we will present comprehensive and engaging seminars in our New Haven and Stamford offices. These seminars will address the operative federal and state statutory provisions, the definition of sexual harassment, conduct that may constitute sexual harassment, available solutions, and practical strategies to prevent sexual harassment in the workplace. A registration form is enclosed, along with directions to our offices.

Due to building security in New Haven and Stamford, please make sure that you have a photo ID with you. Your ID is needed to prepare a visitor's badge which will allow you access to the Wiggin and Dana offices.

We will continue to provide these seminars in various office locations twice a year, generally in April/May and October/November. On-site training at your place of business is also available upon request.

Should you have any questions, please contact Christine Salmon Wachter at 203.363.7644 or cwachter@wiggin.com or Kathleen Cohen at 203.498.4404 or kcohen@wiggin.com.

DIRECTIONS TO STAMFORD OFFICE

Two Stamford Plaza
281 Tresser Boulevard
Stamford, Connecticut 06901

From I-95 Southbound:

- Take I-95N to Exit 8 – Atlantic Street.
- At the traffic light, turn left onto Atlantic Street.
- Proceed to the 3rd traffic light.
- Turn right onto Tresser Boulevard.
- Proceed through 2 traffic lights.
- 281 Tresser Boulevard is on the right next to the Marriott.
- Parking garage is accessed from Tresser Boulevard. or take first right after 2nd traffic light, and turn left into garage.

From I-95 Northbound:

- Take I-95S to Exit 8 – Elm Street.
- At the end of the ramp, go straight through the traffic light.
- Parking garage is 3rd entrance on right.

DIRECTIONS TO NEW HAVEN OFFICE

One Century Tower
265 Church Street
New Haven, Connecticut 06510

From I-95 Northbound or Southbound:

- At the junction of I-95 and I-91, head north on I-91.
- Take Trumbull Street, exit 3.
- At 1st light, turn left onto Orange Street.
- At next light, turn right onto Grove Street.
- Century Tower is the red brick building on the left side.
- Parking is available in the building.

From I-91 Southbound:

- Take Trumbull Street, exit 3.
- At 1st light, turn left onto Orange Street.
- At next light, turn right onto Grove Street.
- Century Tower is the red brick building on the left side.
- Parking is available in the building.