

**ASSEMBLY, No. 4892**

---

**STATE OF NEW JERSEY**

**219th LEGISLATURE**

---

INTRODUCED OCTOBER 26, 2020

**Sponsored by:**

**Assemblywoman VALERIE VAINIERI HUTTLE**

**District 37 (Bergen)**

**Assemblywoman YVONNE LOPEZ**

**District 19 (Middlesex)**

**Co-Sponsored by:**

**Assemblymen Johnson, Zwicker, Verrelli, Benson and Assemblywoman McKnight**

**SYNOPSIS**

Codifies State Workplace Anti-Harassment and Discrimination Policy.

**CURRENT VERSION OF TEXT**

As introduced.



**(Sponsorship Updated As Of: 2/22/2021)**

1 AN ACT concerning the submission of harassment and  
2 discrimination complaints by State workers, and supplementing  
3 Title 10 of the Revised Statutes.

4  
5 **BE IT ENACTED** *by the Senate and General Assembly of the State*  
6 *of New Jersey:*

7  
8 1. This act shall be known and may be cited as the “State  
9 Workplace Anti-Harassment and Discrimination Act.”

10  
11 2. a. As used in this act, P.L. , c. (C. ) (pending before the  
12 Legislature as this bill):

13 “Sexual harassment” means unwelcome sexual advances,  
14 requests for sexual favors, and other verbal or physical conduct of a  
15 sexual nature.

16 “State agency” means any of the principal departments in the  
17 Executive Branch of the State Government, and any division, board,  
18 bureau, office, commission, or other instrumentality within or  
19 created by such department, State colleges or universities, and any  
20 independent State authority, commission, instrumentality, or  
21 agency.

22 “Supervisor” means any individual of a State agency who has the  
23 authority to direct and control the work environment and  
24 performance of an employee, intern or volunteer, or any other staff  
25 member and who has authority to take corrective action regarding  
26 the violation of the law, rule, or regulation of which an employee,  
27 intern, or other staff member complains.

28 “Third-party harassment” means unwelcome behavior involving  
29 any of the protected categories referred to in subsection b. this  
30 section that is not directed at an individual but exists in the  
31 workplace and interferes with an individual's ability to do the  
32 individual's job.

33 b. It shall be an unlawful employment practice, or, as the case  
34 may be, an unlawful discrimination, for any person, whether an  
35 employee or applicant for employment, or intern or volunteer, in  
36 any State agency or Gubernatorial Transition Office, or person  
37 doing business with the State to discriminate against or harass an  
38 employee or applicant for employment, or intern or volunteer, based  
39 upon the following protected categories: race, creed, color, national  
40 origin, nationality, ancestry, age, sex, gender identity or expression,  
41 affectional or sexual orientation, pregnancy, marital status, civil  
42 union status, domestic partnership status, familial status, religion,  
43 atypical hereditary cellular or blood trait, genetic information,  
44 liability for service in the Armed Forces of the United States, or  
45 disability.

46 Any conduct in violation of this act shall be prohibited.

47 A State agency shall take either disciplinary action, if  
48 appropriate, or other corrective action, to address any conduct that

1 violates this act, regardless of whether the conduct satisfies the  
2 legal definition of discrimination or harassment. A disciplinary or  
3 corrective action shall focus on any person who violates this act  
4 rather than the complainant, whenever possible.

5 c. The following actions shall be prohibited under this act:

6 (1) engaging in any employment practice or procedure that  
7 treats an individual less favorably based upon any of the protected  
8 categories referred to in subsection b. of this section;

9 (2) using derogatory or demeaning references regarding any of  
10 the protected categories set forth in subsection b. of this section;  
11 and

12 (3) engaging in sexual or gender-based harassment of any kind,  
13 including hostile work environment harassment, quid pro quo  
14 harassment, or same-sex harassment.

15 d. The provisions of this act shall apply to the following:

16 (1) third-party harassment;

17 (2) conduct that occurs in the workplace and conduct that occurs  
18 at any location that can be reasonably regarded as an extension of  
19 the workplace, including but not limited to, any field location, off-  
20 site business-related social function, or facility where State business  
21 is being conducted and discussed;

22 (3) posts on any social media site or electronic device, personal  
23 or business, that adversely affects an individual's work  
24 environment; and

25 (4) employment practices such as recruitment, selection, hiring,  
26 training, promotion, advancement appointment, transfer,  
27 assignment, layoff, return from layoff, termination, demotion,  
28 discipline, compensation, fringe benefits, working conditions, and  
29 career development.

30

31 3. a. Any employee or applicant for employment, or intern or  
32 volunteer, who has been subjected to any form of prohibited  
33 discrimination or harassment, or who witnesses others being  
34 subjected to such discrimination or harassment, may promptly  
35 report the incident to a supervisor or directly to the State agency's  
36 Equal Employment Opportunity and Affirmative Action Officer, or  
37 any other designated officer. A person who wishes to take action  
38 about prohibited discrimination or harassment may file a criminal  
39 complaint with the law enforcement agency of the municipality  
40 where the incident occurred. A person may make both a report to a  
41 law enforcement agency and a report to the individual's supervisor  
42 or the State agency's Equal Employment Opportunity and  
43 Affirmative Action Officer.

44 All employees shall cooperate with investigations undertaken  
45 pursuant to this act. Failure to cooperate in an investigation may  
46 result in administrative and disciplinary action, up to and including  
47 the termination of employment. A complainant may withdraw from

1 a discrimination or harassment complaint at any time and shall not  
2 face any disciplinary actions for that withdrawal.

3 b. Supervisors shall make every effort to maintain a work  
4 environment that is free from any form of prohibited discrimination  
5 or harassment. Supervisors shall immediately refer allegations of  
6 prohibited discrimination or harassment to the State agency's Equal  
7 Employment Opportunity and Affirmative Action Officer, or any  
8 other designated officer. A supervisor's failure to comply with  
9 these requirements may result in administrative and disciplinary  
10 action, up to and including the termination of employment.

11 c. Each State agency shall annually distribute the provisions  
12 described in this act, or a summarized notice thereof, to all of its  
13 employees, including part-time and seasonal employees and interns.  
14 This act, or a summarized notice thereof, shall be posted in  
15 conspicuous locations throughout the buildings and grounds of each  
16 State agency and on the State agency's Intranet site if one exists.  
17 The Department of the Treasury shall distribute this act, or a  
18 summarized notice thereof, to State vendors and contractors and  
19 each State agency shall distribute this act, or a summarized notice  
20 thereof, to vendors and contractors with whom the State agency has  
21 a direct relationship.

22  
23 4. a. Each State agency shall follow the procedures adopted  
24 by the Civil Service Commission for processing internal complaints  
25 alleging discrimination or harassment in the workplace with regard  
26 to reporting, investigating, and where appropriate, remediating  
27 claims of discrimination or harassment pursuant to this section.  
28 The procedures for internal complaints alleging discrimination or  
29 harassment in the workplace shall include, but need not be limited  
30 to, the following:

31 (1) Complaints of prohibited discrimination or harassment shall  
32 be reported to the Equal Employment Opportunity and Affirmative  
33 Action Officer, any supervisory employee of the State agency, or  
34 any other designated officer. The names and titles of the  
35 individuals designated to receive discrimination or harassment  
36 complaints shall be listed on any materials informing employees or  
37 applicants for employment of this act. To facilitate the reporting of  
38 a complaint, discrimination and harassment complaint forms shall  
39 be listed on the State agency's Intranet site if one exists, or the Civil  
40 Service Commission's Internet site.

41 (2) Supervisory employees shall immediately report all alleged  
42 violations of this act to the State agency's Equal Employment  
43 Opportunity and Affirmative Action Officer, or that person's  
44 designee. The report shall include both alleged violations reported  
45 to a supervisor, and those alleged violations directly observed by  
46 the supervisor.

47 (3) If reporting a complaint to any person set forth in this  
48 section presents a conflict of interest, the complaint may be filed

1 directly with the Division of Equal Employment Opportunity and  
2 Affirmative Action. Each State agency shall adopt a conflict of  
3 interest policy that, at a minimum, describes the policies and  
4 procedures in which a supervisor or investigator or other individual  
5 who participates in any discrimination or harassment complaint  
6 investigation shall recuse themselves due to a conflict of interest.

7 (4) In order to facilitate a prompt, thorough, and impartial  
8 investigation, all complainants shall submit a discrimination and  
9 harassment complaint form. An investigation may be conducted  
10 whether or not the form is submitted.

11 (5) A copy of all complaints, regardless of the format in which  
12 submitted, shall be submitted to the Division of Equal Employment  
13 Opportunity and Affirmative Action, by the State agency's Equal  
14 Employment Opportunity and Affirmative Action Officer, along  
15 with a copy of the acknowledgement letters sent to the persons who  
16 filed the complaint and, if applicable, the complaint notification  
17 letter sent to the persons against whom the complaint has been filed.

18 If a written complaint has not been filed, the State agency's  
19 Equal Employment Opportunity and Affirmative Action Officer, or  
20 that person's designee, shall submit to the Division of Equal  
21 Employment Opportunity and Affirmative Action a brief summary  
22 of the allegations. Copies of complaints filed with the New Jersey  
23 Division on Civil Rights, the United States Equal Employment  
24 Opportunity Commission, or in court shall be submitted also to the  
25 Division of Equal Employment Opportunity and Affirmative  
26 Action.

27 (6) During the initial intake of a complaint, the State agency's  
28 Equal Employment Opportunity and Affirmative Action Officer, or  
29 that person's designee, shall obtain information regarding the  
30 complaint, and determine if interim corrective measures are  
31 necessary to prevent continued violations of this act.

32 (7) The State agency shall investigate all reasonable and good  
33 faith complaints that implicate this act. The State agency shall  
34 conduct a prompt, thorough, and impartial investigation into the  
35 alleged harassment or discrimination.

36 (8) An investigative report shall be prepared by the State  
37 agency's Equal Employment Opportunity and Affirmative Action  
38 Officer, or that person's designee, when the investigation is  
39 completed. The report shall include, at a minimum, a summary of  
40 the complaint; a summary of the employee's positions; a summary  
41 of the facts developed through the investigation; and an analysis of  
42 the allegations and the facts. The State agency's Equal  
43 Employment Opportunity and Affirmative Action Officer, or that  
44 person's designee, shall make a determination as to whether the  
45 allegation of this act has been substantiated. If a violation has  
46 occurred, the head of the State agency shall execute the appropriate  
47 corrective measures necessary, as determined by the State agency's

1 Equal Employment Opportunity and Affirmative Action Officer, or  
2 that person's designee, to immediately remedy the violation.

3 (9) The State agency's Equal Employment Opportunity and  
4 Affirmative Action Officer, or that person's designee, shall issue a  
5 final letter of determination to both the complainant and the person  
6 against whom the complaint was filed, setting forth the results of  
7 the investigation and the right of appeal to the Civil Service  
8 Commission as set forth in paragraphs (11) through (14) of this  
9 subsection. To the extent possible, the privacy of all employees  
10 involved in the process shall be maintained in the final letter of  
11 determination. The Division of Equal Employment Opportunity  
12 and Affirmative Action shall be furnished with a copy of the final  
13 letter of determination. The letter shall include, at a minimum, a  
14 brief summary of the employee's positions; a brief summary of the  
15 facts developed during the investigation; and an explanation of the  
16 determination, which shall include whether the allegations were  
17 either substantiated and whether a violation of this act occurred.

18 (10) The investigation of a complaint shall be completed and a  
19 final letter of determination shall be issued as soon as practicable,  
20 but no later than 60 days following the initial intake of the  
21 complaint referred to in paragraphs (4) through (7) of this section is  
22 completed. The head of the State agency, or that person's designee,  
23 shall provide the Division of Equal Employment Opportunity and  
24 Affirmative Action and all employee's involved with written notice  
25 of any extension and shall include in the notice an explanation of  
26 the exceptional circumstances supporting the extension.

27 (11) A complainant who is in the career, unclassified, or senior  
28 executive service, or who is an applicant for employment, who  
29 disagrees with the final determination of the State agency's Equal  
30 Employment Opportunity and Affirmative Action Officer, or that  
31 person's designee, may submit a written appeal, within 20 days of  
32 the receipt of the final letter of determination, to the Civil Service  
33 Commission. The appeal shall be in writing and shall include all  
34 materials presented by the complainant at the State agency level,  
35 the final letter of determination, the reason for the appeal, and the  
36 specific relief requested.

37 (12) Employees filing appeals that raise issues for which there  
38 is another specific appeal procedure shall utilize those procedures.  
39 The commission may require any appeal that raises issues of alleged  
40 discrimination or harassment and other issues, such as examination  
41 appeals, to be processed using the procedures set forth in this  
42 section or a combination of procedures as the commission deems  
43 appropriate.

44 (13) If an appeal under this act raises issues concerning the  
45 employee not receiving an advancement appointment, the  
46 commission shall decide those issues in the course of its  
47 determination. The Civil Service Commission shall decide the  
48 appeal on a review of the written record or such other proceeding as

1 the commission deems appropriate. The appellant shall have the  
2 burden of proof in all discrimination or harassment appeals brought  
3 before the Civil Service Commission.

4 (14) In a case where a violation has been substantiated, and no  
5 disciplinary action recommended, the party or parties against whom  
6 the complaint was filed may appeal the determination to the Civil  
7 Service Commission within 20 days of receipt of the final letter of  
8 determination by State agency's Equal Employment Opportunity  
9 and Affirmative Action Officer, or that person's designee. The  
10 burden of proof shall be on the appellant. The appeal shall be in  
11 writing and include the final letter of determination, the reason for  
12 the appeal, and the specific relief requested. If disciplinary action  
13 has been recommended in the final letter of determination, any  
14 party charged who is in the career service may appeal using the  
15 procedures set forth by the Civil Service Commission.

16 (15) The Director of the Division of Equal Employment  
17 Opportunity and Affirmative Action shall be placed on notice of,  
18 and given the opportunity to submit comment on, appeals filed with  
19 the Civil Service Commission of decisions on discrimination or  
20 harassment complaints, regardless of whether the complaint was  
21 initially filed directly with the Division of Equal Employment  
22 Opportunity and Affirmative Action.

23 (16) Any employee or applicant for employment, or intern or  
24 volunteer, may file a complaint directly with other agencies that  
25 investigate discrimination or harassment claims, such as the New  
26 Jersey Division on Civil Rights and the United States Equal  
27 Employment Opportunity Commission, in addition to utilizing this  
28 procedure. An individual shall contact the specific agency to obtain  
29 exact timeframes for filing a complaint. The deadlines shall run  
30 from the date of the last incident of alleged discrimination or  
31 harassment, not from the date that the final letter of determination is  
32 issued by the State agency's Equal Employment Opportunity and  
33 Affirmative Action Officer, or that person's designee.

34 b. In addition to the State agency's Equal Employment  
35 Opportunity and Affirmative Action Officer, or that person's  
36 designee, each State agency shall designate alternate persons to  
37 receive claims of discrimination or harassment. The State agency's  
38 Equal Employment Opportunity and Affirmative Action Officer, or  
39 that person's designee, shall investigate such complaints, and  
40 recommend appropriate remediation of such complaints.

41 All complaints and investigations involving discrimination or  
42 harassment claims shall be handled, to the extent possible, in a way  
43 that respects the privacy interests of all persons involved in that  
44 complaint or investigation. The investigations shall be conducted in  
45 a prompt, thorough, and impartial manner. The results of the  
46 investigations shall be forwarded to the respective head of the State  
47 agency.

1       c. When a violation of this act is found to have occurred, the  
2 head of the State agency shall take prompt and corrective action, as  
3 determined by the Equal Employment Opportunity and Affirmative  
4 Action Officer, or that person's designee, to stop the behavior and  
5 deter its reoccurrence. The State agency shall have the authority to  
6 take such action before a final determination has been made  
7 regarding whether a violation of this act has occurred. The  
8 corrective action taken may include counseling, training,  
9 intervention, mediation, the separation of persons involved, the  
10 initiation of disciplinary action up to and including the termination  
11 of employment, or the involvement of law enforcement, when  
12 appropriate, for instances involving bodily harm or serious bodily  
13 harm. Any corrective action that requires the participation of the  
14 complainant shall not be implemented without the consent of that  
15 complainant. The case may also be referred to any other  
16 appropriate authority for review for possible violations of State and  
17 federal statutes.

18       d. Each State agency shall implement and adhere to the  
19 procedures provided in this section, and may add additional  
20 provisions to reflect the structure of the organization, and shall file  
21 a copy of the completed procedure with the Division of Equal  
22 Employment Opportunity and Affirmative Action.

23

24       5. a. Each State agency shall maintain a written record of the  
25 discrimination or harassment complaints received. Written records,  
26 consisting of the investigative report and any attachments, including  
27 witness statements, shall be maintained as confidential records to  
28 the extent practicable and appropriate and shall remain so  
29 indefinitely.

30       b. Retaliation against any employee or applicant for  
31 employment, or intern or volunteer, who alleges that the employee  
32 or applicant, or intern or volunteer, was the victim of discrimination  
33 or harassment, provides information in the course of an  
34 investigation into claims of discrimination or harassment in the  
35 workplace, or opposes a discriminatory practice shall be prohibited.  
36 No employee or applicant for employment, or intern or volunteer,  
37 bringing a complaint, providing information for an investigation, or  
38 testifying in any proceeding under this act shall be subjected to  
39 adverse employment or internship consequences based upon such  
40 involvement or be the subject of other retaliation.

41       c. The burden shall be on the complainant to articulate a  
42 sufficient nexus between the alleged conduct and a protected  
43 category pursuant to this act. An employee or applicant for  
44 employment, or intern or volunteer, who knowingly makes a false  
45 accusation of prohibited discrimination or harassment, or knowingly  
46 provides false information in the course of an investigation of a  
47 complaint, shall be subjected to administrative or disciplinary  
48 action, up to and including the termination of employment.



1 Complaints made in good faith, even if found to be unsubstantiated,  
2 shall not be considered a false accusation.

3

4 6. To the extent practical and appropriate under the  
5 circumstances, confidentiality shall be maintained throughout the  
6 investigative process. An investigator may discuss the claims with  
7 the persons against whom the complaint was filed and with other  
8 persons who may have relevant knowledge, or who have a  
9 legitimate need to know about the claims.

10 All persons interviewed, including complainants and witnesses,  
11 shall be asked to use discretion in communicating any aspect of the  
12 investigation to avoid interfering with the investigation.

13 All complainants shall be permitted to be accompanied with a  
14 support person or advisor of their choice to any meeting or  
15 interview that is conducted under this act. A support person or  
16 advisor shall not represent a complainant in a meeting or interview  
17 or otherwise interfere in the investigation process.

18 Nothing in this section shall be interpreted as any restriction  
19 upon any State employee's rights under State or federal law,  
20 including their right of free speech or to communicate any  
21 allegations to another person.

22 Each State agency shall notify in writing any State employee  
23 who has signed or signs confidentiality forms related to, or as a  
24 party to a contract or settlement agreement which has, the purpose  
25 or effect of concealing the details relating to a claim of  
26 discrimination, retaliation, or harassment that such forms, contracts,  
27 and agreements are deemed to be against public policy and  
28 unenforceable pursuant to sections 1 and 2 of P.L.2019, c.39  
29 (C.10:5-12.7 and C.10:5-12.8), respectively.

30

31 7. The State agency's Equal Employment Opportunity and  
32 Affirmative Action Officer, or that person's designee, shall issue an  
33 annual report, which shall include, but need not be limited to,  
34 information on the total number of discrimination or harassment  
35 complaints filed at that State agency, the number of complaints that  
36 were substantiated, the number of disciplinary or corrective actions  
37 taken, and the number of complaints that resulted in any legal  
38 actions against that State agency. The State agency shall make the  
39 report available to the public through the Internet site of that State  
40 agency.

41

42 8. A State agency shall provide all new employees with training  
43 on the provisions and procedures set forth in this act no later than  
44 30 days after the employee's appointment date and at least once  
45 every two years, thereafter. Additional training shall be provided to  
46 all supervisors no later than 30 days after the supervisor's  
47 appointment date and at least once every two years, thereafter,

1 regarding their obligations and duties and the procedures as set  
2 forth under this act.

3 Certification of completion of such training for all employees  
4 and supervisors shall be submitted to the head of the State agency  
5 and shall be public information.

6

7 9. This act shall take effect immediately.

8

9

10 STATEMENT

11

12 This bill codifies the New Jersey Workplace and Anti-  
13 harassment and Discrimination Policy (N.J.A.C.4A:7-3.1),  
14 including the model procedures for internal complaints alleging  
15 discrimination in the workplace (N.J.A.C.4A:7-3.2).

16 Under the bill, it is an unlawful employment practice, or, as the  
17 case may be, an unlawful discrimination, for any person, whether an  
18 employee or applicant for employment, or intern or volunteer, in  
19 any State agency or Gubernatorial Transition Office, or person  
20 doing business with the State to discriminate against or harass  
21 another employee based upon protected categories. Under the bill,  
22 the State agencies may reserve the right to take either disciplinary  
23 action, if appropriate, or other corrective action, to address any  
24 unacceptable conduct that violates the provisions in the bill,  
25 regardless of whether the conduct satisfies the legal definition of  
26 discrimination or harassment.

27 Under the bill, the following actions are prohibited:

28 (1) engaging in any employment practice or procedure that  
29 treats an individual less favorably based upon any of the protected  
30 categories referred to in the bill;

31 (2) using derogatory or demeaning references regarding any of  
32 the protected categories set forth in the bill; and

33 (3) engaging in sexual or gender-based harassment of any kind,  
34 including hostile work environment harassment, quid pro quo  
35 harassment, or same-sex harassment.

36 Additionally, the provisions of the bill apply to the following:

37 (1) third-party harassment;

38 (2) conduct that occurs in the workplace and conduct that occurs  
39 at any location that can be reasonably regarded as an extension of  
40 the workplace;

41 (3) posts on any social media site or electronic device, personal  
42 or business, that adversely affect an individual's work environment;  
43 and

44 (4) employment practices such as recruitment, selection, hiring,  
45 training, promotion, advancement appointment, transfer,  
46 assignment, layoff, return from layoff, termination, demotion,  
47 discipline, compensation, fringe benefits, working conditions, and  
48 career development.

1 Each State agency, under the bill, is required to:

2 (1) implement the procedures provided in this bill and file a copy  
3 of the procedure with the Division of Equal Employment Opportunity  
4 and Affirmative Action;

5 (2) maintain a written record of the discrimination or harassment  
6 complaints received. Written records, consisting of the investigative  
7 report and any attachments, including witness statements, would be  
8 required to be maintained as confidential records to the extent  
9 practicable and appropriate and would remain so indefinitely;

10 (3) notify in writing any State employee who has signed or signs  
11 confidentiality forms related to, or as a party to a contract or  
12 settlement agreement which has, the purpose or effect of concealing  
13 the details relating to a claim of discrimination, retaliation, or  
14 harassment that such forms, contracts, and agreements are deemed  
15 to be against public policy and unenforceable; and

16 (4) provide all new employees with training on the provisions  
17 and procedures.

18 Under the bill, employees and supervisors must go through  
19 additional training on the provisions of this bill at least once every  
20 two years. Certification of completion of the training for all  
21 employees and supervisors must be submitted to the head of the  
22 State agency and would be public information.

23 The State agency's Equal Employment Opportunity and  
24 Affirmative Action Officer would also be required to issue an  
25 annual report, which must include, but need not be limited to,  
26 information on the total number of discrimination or harassment  
27 complaints filed at that State agency, the number of complaints that  
28 were substantiated, the number of disciplinary or corrective actions  
29 taken, and the number of complaints that resulted in any legal  
30 actions against that State agency. The report must be made  
31 available to the public through the Internet site of that State agency.

32 As used in this bill:

33 "State agency" means any of the principal departments in the  
34 Executive Branch of the State Government, and any division, board,  
35 bureau, office, commission, or other instrumentality within or  
36 created by such department, State colleges or universities, and any  
37 independent State authority, commission, instrumentality, or  
38 agency.