

# NOTICE OF ELECTRONIC MONITORING OF EMPLOYEE COMMUNICATIONS

In accordance with the requirements of NY Civil Rights Law Sec. 52-C, employees must be notified at the time of hire of electronic monitoring, as follows:

**Any and all telephone conversations or transmissions, electronic mail or transmissions, or internet access or usage by an employee by any electronic device or system, including but not limited to the use of a computer, telephone, wire, radio or electromagnetic, photo-electronic or photo-optical systems may be subject to monitoring at any and all times and by any lawful means.**

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*I acknowledge that I have received notice of the Company's electronic monitoring of employee communications policy as outlined above. I understand it is my responsibility to review the information and contact my employer if I have any questions.*

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Employee's Signature

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Date

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Employee's Name (printed)

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Company Name

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Supervisor's Signature

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Date