**Electronic Monitoring Notice**

Under the New York Civil Rights Law, the following communications may be subject to monitoring at any and all times and by any lawful means by [Company Name]:

* 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, photoelectronic or photo-optical systems.

Consult your supervisor with any questions.