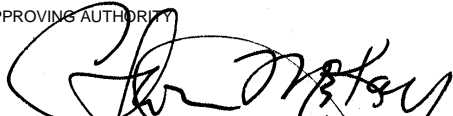
 <b>Corrections and Community Supervision</b>  <b>DIRECTIVE</b>	TITLE		NO. 2603
	<b>Non-Discrimination in Transactions with Private or Commercial Establishments</b>		DATE 6/28/2016
SUPERSEDES DIR #2603 Dtd. 8/6/2015	DISTRIBUTION A	PAGES PAGE 1 OF 1	DATE LAST REVISED
REFERENCES (Include but are not limited to)  Executive Order #17	APPROVING AUTHORITY 		

- I. **POLICY:** The Department of Corrections and Community Supervision shall not conduct business with any private establishment (e.g., club or organization) that excludes persons because of their age, race, creed, color, national origin, sex (including gender identity), pregnancy, disability, marital status, sexual orientation, military status, arrest and conviction record, domestic violence victim status, predisposing genetic characteristics, or veteran status. This policy is in accord with Executive Order No. 17 which established a New York State Policy on Private Institutions Which Discriminate.

Consistent with the Department's Diversity Management and Equal Employment Opportunity policies, and in accordance with Equal Employment Opportunity in New York State - Employees Rights and Responsibilities: A Handbook for Employees of New York State Agencies; employees shall not conduct any Department business with any private establishment which discriminates as stated above.

- II. **ACTION:** The Department of Corrections and Community Supervision believes that all people should be able to enjoy and exercise all rights and freedoms of our democratic society. Therefore:
- A. Employees shall make every effort to ensure that the Department, as an agency of the State of New York, does not take any actions or participate in any activities in the conduct of its business that would effectively support or promote discrimination against any class of individual.
  - B. Any employee, group, unit, bureau, facility, and/or organizational element of the Department of Corrections and Community Supervision, when contracting for or arranging for the provision of food, lodging, or meeting space, or other arrangement for the purpose of conducting Department business, shall not do business with commercial/private establishments that are known to impose employment and/or service restrictions against any protected class of individual.