

# Bath&Body Works®

## BATH & BODY WORKS

### HAGITAANKA KA WARBIXINTA DHIBAATAYNTA, TAKOORKA & AARGOOSIGA

#### **HORDHAC**

Bath & Body Works (oo ah “shirkadda”) waxay aaminsan tahay in fahamka, baarista marka ay habboon tahay, iyo ka jawaabida cabashooyinka danwadaagta ay kor u qaaddo ku qanacsanaanta goobta shaqada ayna wanaajiso guud ahaan goobta shaqada iyadoo xiddida iyo saxda dhibaatooyinka marka ay dhashaan. Waxaan qaadnay Hagitaanka Ka Warbixinta Dhibaataynta, Takoorka & Aargoosiga ee Shirkadda (“Hagista”) si aan u siino danwadaagta tilmaamo cad oo khuseeya sida iyo halka loo gudbiyo ku xadgudubiyada suurtagalka ah ee Siyaasadda Kahortagta Xadgudubka Faraxumaynta ee Shirkadda, Ilbaxnimada, Siyaasadda Kahortagga Takoorka iyo Siyaasadaha Kahortagga Dhibaataynta Dadka Kale, iyo Siyaasadda Kahortagta Aargoosiga. Hagistani waxay khusaysaa danwadaagta oo dhan (si wadajir ah, “danwadaagta”).

#### **HABRAACA CABASHADA: GUDAHA SHIRKADDA**

Haddii lagugu sameeyo habdhaqan kasta oo aad aaminsan tahay inuu ku xadgudbay Siyaasadda Kahortagta Faraxumaynta, Ilbaxnimada, Habraacyada iyo Siyaasadaha Kahortagga Takoorka iyo Dhibaataynta Dadka Kale, Siyaasadda Aargoosiga ee Shirkadda ama siyaasad kale, ama aad aragto fal kasta oo noocaas ah, waa inaad si degdeg ah u soo sheegto habdhaqanka, hadal ahaan ama qoraal ahaan midkood. Sidoo kale waad wici kartaa, warqad ama iimayl ayaad u qori kartaa, ama waad la xiriiri kartaa mid ka mid ah dadkan soo socda:

- Maamule ama kormeere kasta;
- Danwadaaga Waaxda Shaqaalaha;
- Waaxda Anshaxa Caalamiga ah & U Hogaansanaanta Anshaxa barta [ethicsandcompliance@bbw.com](mailto:ethicsandcompliance@bbw.com); ama
- Khadka Tooska ah ee Anshaxa.
  - Khadka Tooska ah ee Anshaxa waxaa ka shaqeeya dhinac saddexaad oo madax-banaan wuxuuna u oggolaadaa shaqsiyaadka inay u soo sheegaan walaacyada ay qabaan si qarsoodi ah (marka sharcigu oggolyahay) waxayna bixiyaan adeegyo turjumaad si ay u taageeraan shaqsiyaadka ku soo gudbiyo warbixinnada luuqad aan Ingiriisi ahayn.
  - Macluumaadka lagu soo sheego Khadka Tooska ah ee Anshaxa waxaa kaliya lala wadaagayaa waaxaha u baahan inay ogaadaan, sida waaxda Anshaxa Caalamiga ah & U Hoggaansanaanta Anshaxa, Waaxda Shaqaaleynta ama Waaxda Sharciga, iyo/ama Waaxda Sharciga.

Qandaraaslayaasha, oo ay ku jiraan qandaraaslayaasha kala duwan, waxay u soo sheegi karaan jebinta Siyaasadda Kahortagta Faraxumaynta, Ilbaxnimada, Siyaasadda Kahortagta Takoorka iyo Siyaasadaha Kahortagta Dhibaataynta Dadka Kale, ama Siyaasadda Kahortagta Aargoosiga maamulaha Shirkadda, shaashadda maqal iyo muuqaalka leh, ama si toos ah Shirkadda iyadoo loo marayo Khadka Tooska ah ee Anshaxa.

Cabashadaadu waa inay ahaato mid faahfaahsan intii suurtoagal ah, oo ay ku jiraan magacyada dhammaan shakhsiyaadka ku lugta leh iyo markaati walba.

#### **BAARITAANKA**

Marka la helo cabashada, waxaanu hirgelin doonaa tallaabooyinka lagu saxayo ee kumeelgaarka ah iyo xammilitaanada ku habboon si loo hubiyo badqabka, caafimaadka, fayo-qabka shucuureed, iyo awoodda uu u leeyahay qofka cabanayo inuu shaqeeyo, tusaale ahaan, farista qofka ay khuseyso cabashada inuu ka fogaado la xiriiridda ashtakoodaha (qofka soo gudbiyay cabashada), siinta talo ama waqti fasax ah qofka cabanayo, iwm. Haddii baaritaanka bilowga ah kadib la helo xog buuxda oo xaqiijinayso in falka la sheegay ku xadgudbayo Siyaasadda Kahortagta Faraxumaynta, Ilbaxnimada, Siyaasadda Kahortagta Takoorka iyo Siyaasadaha Kahortagta Dhibaataynta Dadka Kale, Siyaasadda Kahortagta Aargoosiga, ama siyaasad kale, Shirkaddu waxay u gudbin doontaa baaritaan.

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Baaritaan degdeg ah, oo dhammaystiran ayay baareyaashu ugu samayn doonaan si dhexdhexaadnimo leh oo siinaysa dhammaan dhinacyada habraac caddaaladeed oo habboon oo lagu gaaro gunaanad macquul ah oo lagu saleeyay caddaymaha la soo uruuriyay. Ashtakoodaha iyo qofka ku eedeysan anshax-xumada waxaa si gaar ah u wareysan doona baaraha loo xilsaaray waxaana loo oggolaan doonaa inay si gaar ah caddaymaha u siiyaan baaraha. Danwadaagta soo sheegta walaacyada ku saabsan faraxumaynta, takoorka jinsiyeed, ama aargoosiga ku salaysan faraxumaynta ama takoorka jinsiyeed ayaa sidoo kale laga yaabaa inay ka qayb qaataan baaris kasta oo dacwadeed oo uu sameeyo shakhsiga doorkiisu keliya yahay inuu siiyo taageero shucuureed qofka cabanayo balse sida kale aan ka qayb qaadan karin geedi-socodka baarista. Qofkani waxaa laga yaabaa inuusan noqon la-taliye sharciyeed.

Waxaan sidoo kale u ilaalin doonaa si habboon dukumentiyada iyo dabagalka. Ilaa iyo inta suurtagalka ah ee macquulka ah, waxaanu sidoo kale ilaalin doonaa qarsoodid xogta ashtakoodayaasha, markaatiyaasha, jawaab-bixiyeyaasha, iyo macluumaadka la helo inta lagu gudajiro baaritaanka.

## **NATIJADA BAARITAANKA**

Marka ay baaristu dhammaato, Shirkaddu waxay go'aamin doontaa in siyaasad lagu xadgudbay iyo in kale iyadoo lagu salaynayo qiimaynteeda macquulka ah ee macluumaadka la soo uruuriyay inta lagu gudajiray baaritaanka. Shirkaddu waxay u sheegi doontaa natiijada baaritaanka ashtakoodaha iyo qofka ku eedeysan anshax-xumada. Shirkaddu waxay tixgelin doontaa ikhtiyaarrada ku habboon iyo kuwa kala sooca leh ee loogu talagalay sixida iyo xallinta, oo anshax-xumo la ogaado, waxaa la qaadi tallaabo sixid ah, oo degdeg ah. Tallaabooyinka sixida waxa ku jiri kara, laakiin kuma xaddidna, la-talin afka ama qoraal ah, u-gudbinta la-taliye rasmi ah, tallaabo ama tijaabo anshaxeed, iyo ka cayrinta shaqada.

Ma jiraan Danwadaag Shirkadeed oo laga dhaafay siyaasaddan ama Siyaasadda Kahortagta Faraxumaynta, Ilbaxnimada, Siyaadda Kahortagta Takoorka iyo Siyaasadaha Dhibaateynta Dadka Kale, iyo Siyaasadda Kahortagta Aargoosiga. Shakhsiyaadka lagu helo inay mas'uul ka yihiin ku lug lahaanshaha anshax-xumo waxaa lagula xisaabtami doonaa habab caddaalad leh waxaana la marin doonaa anshax-marinta ku habboon iyadoo aan loo eegin doorka ay ka ciyaaraan Shirkadda dhexdeeda. Si kastaba ha ahaatee, Shirkaddu uma isticmaali doonto cabashooyinka lag soo sheegay ee ku cad siyaasadaheena marmarsiyo lagu anshax-mariyo dawadaagta sababo kale dartood. Intaas waxaa dheer, danwadaagta ku kacda habdhaqan gaaraya heerka ku xadgudubka sharciga waxaa si gaar ah loogu qabsan karaa mas'uuliyadda ka dhalata falkaas.

## **KA WARBIXINTA**

Waxaa naga go'an inaan dhaqangelino Siyaadadeena Kahortagta Faraxumaynta, Ilbaxnimada, Siyaasadda Kahortagta Takoorka iyo Siyaasadaha Faraxumaynta ee Dadka Kale, Siyaasadda Kahortagta Aargoosiga iyo siyaasadaha kale. Si kastaba ha ahaatee, wax-ku-oolnimada dadaalka aan samayno ayaa wuxuu ku xiran yahay qayb ahaan danwadaagtu inay noo soo sheegaan wixii ku saabsan habdhaqan kasta oo aan habboonayn ee ka dhaca goobta shaqada. Haddii aad aaminsan tahay in adiga ama qof kale la idinku sameeyay habdhaqan ka hor imaanaya siyaasadeena, waa inaad isla markiiba soo sheegto. Haddii danwadaagtu aysan soo sheegin anshax-xumada, waxaa laga yaabaa inaynu ka warqabin ku xadgudubka suurtagalka ah ee siyaasadahaan waxaana laga yaabaa inaynu qaadin tallabada saxda ah ee lagu saxayo.

## **MAS'UULIYADHA KORMEERAHA**

Kormeerayaasha iyo maareeyayaasha – xitaa si kumeelgaar ah u shaqaynaya - waxaa waajibaad ka saaran inay soo sheegaan faraxumayn ama dhibaateyn, takoor, aargoosi, ama dhaqan-xumo kasta oo kale oo ay ka warqabaan. Kormeerayaasha iyo maareeyayaasha dhowra habdhaqanka noocaas ah ama kuwa qabta cabasho ku saabsan anshax-xumo waa inay u soo sheegaan habdhaqanka ama cabashada jaalkooda Waaxda Shaqaalaha ama Waaxda Anshaxa Caalamiga ah & U Hogaansanaanta Anshaxa si ay Shirkaddu u baarto oo ay u qaado tallaabo lagu saxayo, haddii ay habboon tahay.

## **ADEEGSIGA SIYAASADDAN**

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Waaxda Anshaxa Caalamiga ah & U Hoggaansanaanta Anshaxa ayaa mas'uul ka ah adeegsiga siyaasaddan. Haddii aad qabto wax su'aalo ah oo ku saabsan siyaasaddan, fadlan kala xiiriir Waaxda Anshaxa Caalamiga ah & U hoggaansanaanta Anshaxa barta [ethicsandcompliance@bbw.com](mailto:ethicsandcompliance@bbw.com).

**LIFAAQA A**  
**MACLUUMAADKA DHEERAADKA AH EE GOOBTA U GAARKA AH EE KHUSEEYA**  
**FARAXUMAYNTA**

## ***California Associates***

Dhammaan danwadaagta Shirkadda waxaa laga doonayaa inay qaataan tababbarka kahortagga dhibaataaynta sida uu qabo sharciga lagu dabaqi akro. Si ay u helaan macluumaad dheeraad ah oo ku saabsan shuruudaha tababarka, danwadaagtu waxay booqan karaan <https://calcivilrights.ca.gov/shpt/>.

## ***Connecticut Associates***

Faraxumaynta waa sharci-darro waxaana mamnuucaya sharciga Connecticut iyo midka dawladda dhexe ee goobta shaqada, iyadoo la raacayo § 46a-60(a)(8) ee Qawaaniinta Guud ee Connecticut iyo Cinwaanka VII ee Xeerka Xuquuqda Madaniga ee 1964-kii, 42 USC § 2000e iyo wixii soo raaca.

Iyadoo danwadaagta lagu dhiirigelinayo inay cabashadooda u soo gudbiyaan shirkadda, hadduu danwadaag aaminsan yahay in lagu sameeyay faraxumayn, danwadaagu wuxuu ugu gudbin karaa cabasho rasmi ah Guddiga Xuquuqda Aadanaha iyo Fursadaha Shaqo (oo ah “Guddiga”, Connecticut Commission on Human Rights and Opportunities) lambarka 860-541-3400, CT Lambarka Bilaashka Lagu Waco 1-800-477-5737, ama onlaynka barta [www.ct.gov/CHRO](http://www.ct.gov/CHRO).

Shakhsiyaadka ku kaca falalka faraxumaynta waxaa laga yaabaa inay muteystaan ganaaxyo madani ah oo ah amarrada joojinta ama iska deynta ficillada, bixinta kharashaad, magdhawga waxyeellooyinka, shaqaaleysiinta, dallacsiinta ama dib ugu celinta jagada, wahan niyadeed, iyo sidoo kale khidmadaha qareenka, kharashaadka, canshuuraha kahor iyo kadib xukunka iyo lacagaha waxyeellooyinka ee siyaadada ah (haddii kiiska lagu qaado maxkamad). Shakhsiyaadka sidoo kale waxaa laga yaabaa in lagu soo rogo ciqaabo fal-dembiyeed oo dheeraad ah oo ka dhasha falalka faraxumaynta.

Sharciga Connecticut wuxuu dhigayaa in cabasho qoraal ah loo soo gudbiyo Guddiga 300 maalmood gudahooda laga bilaabo taariikhda dhibaataaynta la soo sheegay.

## ***Illinois Associates***

Iyadoo loo hoggaansamayo Xeerka Xuquuqda Aadanaha ee Illinois (“Xeerka”) iyo Sharciga Xuquuqda Aadanaha ee Magaalada Chicago (“Qannuunka”), dhammaan danwadaagta waxay xaq u leeyihiin inay ka xor ka ahaadaan takoorka ama dhibaataaynta sharci-darrada ah. Tani waxay ka dhigan tahay in shaqo-bixiyeyaashu aysan ula dhaqmin dadka si kala duwan iyadoo lagu saleynayo isirka, da’da, jinsiga, uurka, naafanimada, nooca galmada ama martabad kasta oo kale oo sharcigu dhowro oo lagu xusay Xeerka ama Qaannuunka. Tani waxay khusaysaa dhammaan tallaabooyinka shaqo-bixiyaha, oo ay ku jiraan shaqaaleysiinta, dallacsiinta, anshax-marinta iyo shaqo ka cayrinta. Faraxumantu waa sharci-darro waxayna Shirkaddu si cad u mamnuucday falalka iyo habdhaqanada noocaas ah.

Faraxumaynta micnaheedu waa (i) isa soo qadimida galmo ee aan la rabin ama habdhaqan kasta oo galmo oo aan la rabin; ama (ii) codsiyada asxaanka galmo ama habdhaqanka galmo marka (1) u hogaansamida habdhaqankaas si cad ama si daahsoon looga dhigo shuruud ama xaalad shaqada shaqsiga, (2) u hoggaansamida ama diidmada habdhaqankaas gaarka ah loo adeegsado in aasaas looga dhigo go’aannada shaqaalaynta ee saameeya shakhsigaas, ama (3) habdhaqankan oo kale hadduu leeyahay ujeedo ama saamaynta weyn oo faragelinaysa waxqabadka shakhsiyeed ama abuurayo jawi shaqo oo cabsi-gelin, cadaawad ama weerar leh; ama (iii) anshax-xumo galmo, taasoo ka dhigan habdhaqan kasta oo jinsi ku salaysan kaasoo sidoo kale ku lug leh qasbid, ku-takrifalid awooddeed, ama si xun u isticmaalka jagada shaqo ee shaqsiga.

Danwadaagtu waxay sidoo kale xaq u leeyihiin inay helaan xammilitaano shaqo oo macquul ah iyadoo lagu salaynayo uurka iyo naafanimada. Tani waxay ka dhigan tahay in danwadaagtu ay codsan karaan in

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isbeddel macquul ah lagu sameeyo shaqadooda haddii loo baahdo maadaama ay uur leeyihiin ama naafo yihiin. Sidoo kale waa sharci-darro in shaqo-bixiyeyaashu ay dadka ula dhaqmaan si kala duwan ama sida kale ka aargoostaan danwadaagta maadaama ay soo sheegeen takoor ama faraxumayn, ka qayb qaateen baaritaan, ama ka caawiyeen dad kale inay adeegsadaan xaqa ay u leeyihiin inay ka cawdaan takoorka ama dhibaataaynta.

Marka laga reebo nidaamka cabashada ee gudaha Shirkadda, danwadaagtu waxay dooran karaan inay xareeyaan dacwad/cabasho takoor ama faraxumayn Waaxda Xuquuqda Aadanaha ee Illinois ("IDHR", Illinois Department of Human Rights) sida hoos ku xusan ama hay'adaha kale sida lagu sheegay Hagitaanka Ka Warbixinta Dhibaataaynta, Takoorka & Aargoosiga ee Shirkadda.

Geedi-soc dacwada ee ku xadgudubka sharciga waxaa la bilaabi karaa iyadoo la buuxinayo foomka ku jira barta [www.illinois.gov/dhr](http://www.illinois.gov/dhr) ama adoo kala xiriirayo IDHR barta [IDHR.Intake@illinois.gov](mailto:IDHR.Intake@illinois.gov), ama Xafiiska Chicago ama Xafiiska Springfield ee macluumaadka xiriirka ee lagu xusay Hagitaanka Ka Warbixinta Dhibaataaynta, Takoorka & Aargoosiga ee Shirkadda.

Danwadaagta waxay sidoo kale kala soo xiriiri karaan Khadka Caawinta ee Faraxumaynta iyo Takoorka ee Illinois (Illinois Sexual Harassment and Discrimination) lambarka 1-877-236-7703.

## **Chicago Associates**

### Qeexitaanka Faraxumaynta

Dhibaataaynta waxaa lagu qeexay Xeerka Dawladda Hoose ee Chicago § 6-10-020(m) inay tahay:

- (i) faraxumayn kasta oo aan la rabin ama habdhaqanka galmo oo aan la rabin; ama
- (ii) codsiyada asxaanka galmo ama habdhaqanka galmo marka (1) u hogaansamida habdhaqankaas si cad ama si daahsoon looga dhigo shuruud ama xaalad shaqada shaqsiga, (2) u hogaansamida ama diidmada habdhaqankaas gaarka ah loo adeegsado in aasaas looga dhigo go'aan kasta oo shaqo ee saameeya shakhsiga, ama (3) habdhaqankan oo kale hadduu leeyahay ujeedo ama saamaynta weyn oo faragelinaysa waxqabadka shakhsiyeed ama abuurayo jawi shaqo oo cabsi-gelin, cadaawad ama weerar leh; ama
- (iii) anshax-xumo galmo, taasoo ka dhigan habdhaqan kasta oo jinsi ku salaysan kaasoo sidoo kale ku lug leh qasbid, ku-takrifalid awooddeed, ama si xun u isticmaalka jagada shaqo ee shaqsiga.

Faraxumaynta iyo aargoosiga ka dhanka ah faraxumaynta la soo sheegay sharci-darro ayuu ka yahay gudaha Chicago.

### Shuruudaha Tababarka

Dhammaan danwadaagta ka shaqeeya gudaha magaalada Chicago waxaa looga baahan yahay inay maraan ugu yaraan hal saac oo tababarka kahortagga faraxumaynta ah iyo hal saac oo tababarka goobjoogaha ee sannadlaha ah, iyadoo dhammaan shakhsiyaadka mas'uulka ka ah kormeerka ama maamulka danwadaagta laga doonayo inay ka qayb qaataan ugu yaraan laba saacadood oo tababarka faraxumaynta ah iyo sidoo kale hal saac oo tababarka goobjoogaha ee sannadlaha ah.

## **Maine Associates**

Iyadoo danwadaagta lagu dhiirigelinayo inay cabashooyinka u soo sheegaan shirkadda, hadduu danwadaagu aaminsan yahay in lagu sameeyay faraxumayn, danwadaagu wuxuu u gudbin karaa cabasho rasmi ah hay'ad dawladeed ama hay'adaha hoos lagu xusay. Adeegsiga geedi-socodka cabashada ee shirkadda kama mamnuucayso danwadaagtu inay u gudbiyaan cabasho Guddiga Xuquuqda Aadanaha ee Maine iyadoo la adeegsanayo macluumaadka xiriirka ee lagu xusay gudaha Hagitaanka Ka Warbixinta Faraxumaynta, Takoorka & Aargoosiga. Danwadaagtu waxa laga yaabaa inay dacwad u gudbiyaan

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Guddiga Xuquuqda Aadanaha ee Maine 300 maalmood gudahooda laga bilaabo taariikhda faraxumaynta la soo sheegay.

## **Massachusetts Associates**

Iyadoo danwadaagta lagu dhiirigelinayo inay cabashooyinka u soo sheegaan shirkadda, hadduu danwadaagu aaminsan yahay in lagu sameeyay faraxumayn, danwadaagu wuxuu u gudbin karaa cabasho rasmi ah Guddiga Kahortagga Takoorka ee Massachusetts (MCAD, Massachusetts Commission Against Discrimination) ama Guddiga Fursadaha Shaqo ee Loo Wada Siman Yahay ee Dawladda (EEOC, Federal Equal Employment Opportunity Commission) ee laga helo wakaaladda dawladda ama wakaaladaha ku qoran macluumaadka xiriirka ee lagu dhex xusay Hagitaanka Ka Warbixinta Faraxumaynta, Takoorka & Aargoosiga ee Shirkadda.

## **New York Associates**

### Sharciga Xuquuqda Aadanaha ee Gobolka (HRL, State Human Rights Law)

Xeerka Xuquuqda Aadanaha (HRL, State Human Rights Law), oo dib looga dhigay N.Y. Sharciga Fulinta, qoddobka. 15, § 290 *et seq.*, wuxuu qabanayaa shaqo-bixiyeyaasha ku sugan Gobolka New York ee gala faraxumaynta, wuxuuna dhowraa danwadaagta, shaqaalaha carbiska ku jira ee mushaarka qaata ama kuwa aan mushaarka qaadan iyo kuwa aan shaqaalaha ahayn iyadoo aan la eegayn heerka socdaalka. Cabashada sheegaysa ku xadgudubka Sharciga Xuquuqda Aadanaha waxaa loo gudbin karaa DHR ama Maxkamadda Sare ee Gobolka New York.

Cabashooyinka ku socda DHR waxaa la soo gudbin karaa waqti kasta saddex sanno gudahooda kadib dhibaataaynta. Haddii shakhsigu uusan u gudbin DHR, wuxuu si toos ah uga dacwoon karaa maxkamadda gobolka sida ku cad sharciga HRL, saddex sanno gudahooda kadib takoorka la soo sheegay. Shakhsigu ma u gudbin karo DHR haddii ay horay ugu gudbiyeen cabasho uu qabo sharciga HRL maxkamadda gobolka.

U gudbinta cabasho shirkadda Bath & Body Works ma kordhinayso waqtigaaga aad cabashada ugu gudbin lahayd DHR ama maxkamadda. Saddexda sano waxaa la tiriyaa laga bilaabo taariikhda dhibaataaynta ee ugu dambaysay.

Uma baahnid qareen si aad cabasho ugu gudbiso DHR, mana la iska rabo kharash si loogu gudbiyo DHR.

DHR ayaa baari doontaa cabashadaada waxayna go'aamin doontaa inay jirto sabab macquul ah oo lagu aamino inuu takoor dhacay. Kiisaska sababaha macquulka leh waxa loo gudbiyaa dacwad-dhageysi guud waxaana la hor geeyaa garsooraha sharciga dawladda. Haddii takoor la ogaado inuu dhacay dacwad-dhegeysiga kadib, DHR waxay awood u leedahay inay bixiso gargaar, kaasoo kala duwan laakiin laga yaabo inay ka mid yihiin in shaqo-bixiyaha looga baahdo inuu qaado tallaabo uu ku joojinayo dhibaataaynta, ama dib loogu bixinayo lacagaha ku lugta leh dhibaataaynta, oo ay ku jiraan bixinta magdhow lacageed, kharashka qareenka iyo ganaaxyada madaniga ah.

Macluumaadka xiriirka DHR ee xafiiska ugu weyn waa: NYS Division of Human Rights, One Fordham Plaza, Fourth Floor, Bronx, New York 10458, (718) 741-8400, [www.dhr.ny.gov](http://www.dhr.ny.gov).

Kala xiriir DHR lambarka (888) 392-3644 ama booqo [dhr.ny.gov/complaint](http://dhr.ny.gov/complaint) si aad uhesho macluumaad dheeraad ah oo ku saabsan gudbinta cabashada. Mareegta waxaa ku jira foom cabasho ah oo la soodejisan karo, la buuxin karo, loona diri karo DHR. Mareegta waxaa sidoo kale ku jira macluumaadka xiriirka ee xafiisyada goboleed ee DHR ee Gobolka New York.

### Xeerka Xuquuqda Madaniga ee 1964-kii

EEOC waxay xoojisaa sharciyadda dawladda ee kahortagga takoorka, oo ay ku jiraan Cinwaanka VII ee Sharciga Xuquuqda Madaniga ah ee dawladda ee 1964-kii (oo dib looga dhigay 42 U.S.C. § 2000e *wixii*

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soo raaca.). Shakhsigu wuxuu cabasho u gudbin karaa EEOC waqti kasta 300 maalmood gudahooda laga bilaabo soo sheegista dhibaataaynta. Ma jiro wax kharash ah oo la qaado si cabashada loogu gudbiyo EEOC. EEOC waxay baari doontaa cabashada, waxayna go'aamin doontaa inay jirto iyo in kale sabab macquul ah oo la rumaysan karo in takoor ku dhacay, markaas oo EEOC ay soo saari doonto Warqadda Xuquuqda Dacwad Oogista oo u oggolaanaysa shakhsiga inuu dacwad u gudbiyo maxkamad dawladeed.

EEOC ma qabato dacwad-dhageysiyo ama ma bixiso gargaar, laakiin waxaa laga yaabaa inay qaado tallaabo kale oo ay ku jirto dabagalka dacwadaha maxkamadda dawladeed iyadoo ka wakiil ah dhinacyada cabanaya. Maxkamadaha dawladdu waxay bixin karaan xalal haddii takoor ku la ogaado inuu dhacay. Guud ahaan, shaqo-bixiyeyaasha gaarka ah waa inay lahaadaan ugu yaraan 15 shaqaale si ay dacwad ugu soo gudbiyaan EEOC.

Haddii danwadaagu aaminsan yahay in lagu takooray goobta shaqada, wuxuu gudbin karaa "Eedeeynta Takoorka." EEOC waxay leedahay xafiisyo degmo, xaafad, iyo deeggaan kuwaasoo cabashooyinka loo gudbin karo. La xiriir EEOC adigoo wacaya 1-800-669-4000 (1-800-669-6820 (TTY)), ka booqo mareegta barta [www.eeoc.gov](http://www.eeoc.gov) ama iimayl ahaan barta [info@eeoc.gov](mailto:info@eeoc.gov).

Haddii shaqsi uu cabasho maamul u soo gudbiyo DHR, waxay DHR cabashada u gudbin doontaa EEOC si loo dhowro xaqa uu u leeyahay in loo sii gudbiyo maxkamadda dawladeed.

## Dhowritaanada Maxalliga ah

Degaano badan ayaa fuliya sharciyadda ka ilaalinya shaqsiyaadka faraxumaynta iyo takoorka. Shakhsigu waa inuu la xiriiro ismaamulka, caasimada ama magaalada uu ka shaqeeyo si uu u ogaado in sharci noocaas ah jiro. Tusaale ahaan, danwadaagta ka shaqeysa Magaalada New York waxay u gudbin karaan cabashadooda faraxumaynta Guddiga Xuquuqda Aadanaha ee Magaalada New York. La xiriir xafiiskooda weyn ee ku dhex yaala Xafiiska Fulinta Sharciga ee Guddiga Xuquuqda Aadanaha ee NYC (Law Enforcement Bureau of the NYC Commission on Human Rights), 22 Reade Street, 3rd Floor, New York, New York 10007; wac 311 ama (212) 306-7450; ana booqo [www.nyc.gov/html/cchr/html/home/home.shtml](http://www.nyc.gov/html/cchr/html/home/home.shtml).

## La xiriir Waaxda Booliska Deegaanka

Haddii dhibaataayntu ku lug leedahay taataabasho jireed, xirid khasab ah oo jireed ama falal galmo oo khasab ah, habdhaqanku wuxuu noqon karaa fal-demiyeed. La xiriir waaxda booliiska deegaanka.

## Khadka Tooska ah ee Qaybta Xuquuqda Aadanaha ee Gobolka New York

Qaybta Xuquuqda Aadanaha ee Gobolka New York waxay samaysay khad qarsoodi ah oo lacag la'aan ah si loo siiyo la-talin iyo caawimaad shakhsiyaadka aaminsan inay kula kulmaan faraxumaynta goobta shaqada. Danwadaagtu waxay ka wici karaan khadka faraxumaynta ee bilaashka ah lambarka 1-800-HARASS-3 Isniinta ilaa Jimcaha, 9:00 subaxnimo ilaa 5:00 galabnimo.

## **Oregon Associates**

### Heshiisyada Kahortagga Shaacinta Xogta iyo Quursiga

Sida ku cad Siyaasaddan, heshiiska *kahortagga shaacinta xogta* ee ku jira heshiis kasta oo ay galaan hal dhinac ama in ka badan ay ku heshiyaan in aysan ka hadlin ama bixin macluumaadka ku saabsan cabasho kasta oo la xiriirta dhibaateyn, takoor, ama xadgudub galmo, oo ay ku jiraan caddada ama shuruudaha heshiiska.

Heshiiska *ka dhanka ah quursiga* waa heshiis kasta kaasoo hal dhinac ama in ka badan ay ku heshiyaan inaan la sumcad-dilin ama la sheegin wax ama qoraal ama hadal xun ah oo ku saabsan dhinac kale ama shirkadda.

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Qoddobka *dib-u-shaqaalaysiin la'aanta* waa heshiis ka mamnuucaya danwadaaga inuu raadsado inuu dib uga shaqeeyo shirkadda wuxuuna u oggolaanayaa shirkadda inaysan mustaqbalka shaqaaleysiin shakhsigaas.

Shirkadda Bath & Body Works ugama baahna danwadaag hore, shaqaynaya ama mustaqbalka la filayo oo jooga Oregon inuu galo heshiis kasta haddii ujeeddada ama saamaynta heshiiska ka hor istaagayo danwadaagu inuu shaaca ka qaado ama ka hadlo habdhaqanka u dhigma takoorka, dhibaateynta, ama xadgudubka galmo.

Danwadaag sheeganaya inuu ka carooday takoor, dhibaateyn, ama xadgudub galmo ayaa laga yaabaa, si kastaba ha ahaatee, inuu si ikhtiyaari ah u codsado inuu galo heshiis, ka tagid shaqo, ama heshiis shaqo ka tagid kaasoo ka kooban qaddob kahortagga shaacinta xogta, quursiga, ama dib-u-shaqaalaynta wuxuuna haystaa ugu yaraan todobo maalmood uu ku buriyo heshiis kasta oo noocaas ah. Shirkadda Bath & Body Works ma bixin doonto heshiis sababtiisu tahay codsiga shuruudahaan.

## Xaddidaadaha Waqtiga

Ma jiro wax ku jira siyaasaddan oo ka reebaya qof kasta inuu soo gudbiyo cabasho rasmi ah sida waafaqsan heshiiska gorgortanka wadajirka ah (haddii la dabaqi karo), Qaybta Xuquuqda Madaniga ah ee Xafiiska Shaqada iyo Shaqaalaynta iyo Warshadaha ama Guddiga Fursadaha Shaqada ee Loo Wada Siman Yahay. Ogow in sharciga gobolka Oregon uu dhigayo in tallaabo kasta oo sharciyeed oo laga qaado habdhaqanka takoorka la soo sheegay (gaar ahaan kuwa uu mamnuucayo sharciga ORS 659A.030, 659A.082 ama 659A.112) uu bilaabanayo waqti aan ka dambayn shan sano kadib markuu dhacay xadgudubka. Sharciyadda kale ee la dabaqi karo ayaa lahaan waqti xaddidan si loo soo gudbiyo cabashada.

Macluumaadka xiriirka ee Xafiiska Shaqada iyo Shaqaalaha & Warshadaha waxaa laga heli karaa gudaha Hagitaanka Ka Warbixinta Dhibaateynta, Takoorka & Aargoosiga ee Shirkadda.

## **Rhode Island Associates**

Iyadoo shaqaalaha lagu dhiirigelinayo inay cabashooyinka u soo sheegaan shirkadda, hadduu shaqaaluhu aaminsan yahay in lagu sameeyay faraxumayn, shaqaaluhu wuxuu u gudbin karaa cabasho rasmi ah Guddiga Xuquuqda Aadanaha ee Rhode Island (Rhode Island Commission for Human Rights) ama Guddiga Fursadaha Shaqo ee Loo Wada Siman Yahay ee Dawladda (EEOC, Federal Equal Employment Opportunity Commission) ee laga helo wakaaladda dawladda ama wakaaladaha ku qoran macluumaadka xiriirka ee lagu dhex xusay Hagitaanka Ka Warbixinta Faraxumaynta, Takoorka & Aargoosiga ee Shirkadda. Isticmaalida habraaca cabashada ee Shirkadda kama mamnuucayo shaqaalaha inuu cabasho u gudbiyo hay'adahaan.

## **Vermont Associates**

Iyadoo shaqaalaha lagu dhiirigelinayo inay cabashooyinka u soo sheegaan shirkadda, hadduu shaqaaluhu aaminsan yahay in lagu sameeyay faraxumayn, shaqaaluhu wuxuu u gudbin karaa cabasho rasmi ah Xafiiska Xeer Ilaaliyaha Guud ee Vermont (Vermont Attorney General's Office) ama Guddiga Fursadaha Shaqo ee Loo Wada Siman Yahay ee Dawladda (EEOC, Federal Equal Employment Opportunity Commission) ee laga helo wakaaladda dawladda ama wakaaladaha ku qoran macluumaadka xiriirka ee lagu dhex xusay Hagitaanka Ka Warbixinta Faraxumaynta, Takoorka & Aargoosiga ee Shirkadda. Isticmaalida habraaca cabashada ee Shirkadda kama mamnuucayo shaqaalaha inuu cabasho u gudbiyo hay'adahaan. Shaqaaluhu waxaa laga yaabaa inay dacwad u gudbiyaan hay'adaha kor lagu xusay 300 maalmood gudahooda laga bilaabo taariikhda faraxumaynta la soo sheegay.

## **Washington Associates**

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Ma jiro wax ku jira siyaasaddan oo ka reebaya danwadaagta inuu cabasho u gudbiyo Guddiga Xuquuqda Aadanaha ee Gobolka Washington lambarka 1-800-233-3247 ama adoo booqanaya <https://www.hum.wa.gov/file-complaint>. Wixii taageero dheeraad ah, shakhsiyaadka sidoo kale waxay kala xiriiri karaan Isbahaysiga Washington ee Barnaamijyada Xadgudubka Galmada lambarka (360) 754-7583 ama booqanaya <https://www.wcsap.org/contact>.

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## **LIFAAQA B** **HABRAACA CABASHADA: KA BAXSAN SHIRKADDA**

Dhibaataaynta keliya kuma mamnuuc ma ahan sida ku cad siyaasadaha Bath & Body Works. Habdhaqanka dhibaataaynta ee lagu helo anshax-xumada sida ku cad siyaasadaheena ayaa sidoo kale loo qaadan karaa inay tahay dhibaataayn sharci-darro ah, taasoo ay mamnuuceen sharciyadda gobolka, dawladda dhexe, iyo haddii la dabaqi karo, sharciga maxalliga ah. Marka laga reebo hababka ka jira gudaha shirkadda Bath & Body Works, danwadaagtu waxay sidoo kale dooran karaan inay raacaan xalalka sharciyeed iyagoo u gudbinaya cabasho hay'adaha dawladeed ee soo socda:

- Guddiga Fursadaha Shaqo ee Loo Wada Siman Yahay (EEOC, Equal Employment Opportunity Commission) lambarka 800-669-4000 ama adoo booqanaya <https://www.eeoc.gov/contact-eeoc/>.

### ***California Associates***

- Waaxda Xuquuqaha Madaniga (CRD, Civil Rights Department) lambarka 800-884-1684 ama adoo wacaya <https://calcivilrights.ca.gov/>.

### ***Connecticut Associates***

- Guddiga Xuquuqaha Aadanaha iyo Fursadaha Shaqo (oo ah "Guddiga", Connecticut Commission on Human Rights and Opportunities) lambarka 860-541-3400, CT Lambarka Bilaashka Lagu Waco 1-800-477-5737, ama onlaynka barta [www.ct.gov/CHRO](http://www.ct.gov/CHRO).

### ***Illinois Associates***

- Waaxda Adeegyada Aadanaha ee Illinois ("IDHR", Illinois Department of Human Rights) waxaa lagala xiriiri karaa:
  - Chicago Office, 555 W. Monroe St., 7th Floor, Chicago, IL 60661, (312) 814-6200, (866) 740-3953 (TTY), (312) 814-6251 (Fakiska)
  - Springfield Office, 535 W. Jefferson Street, 1st Floor, Springfield, IL 62702, (217) 785-5100, (866) 740-3953 (TTY), (217) 785-5106 (Fakiska)
- Danwadaagta waxay sidoo kale kala soo xiriiri karaan Khadka Caawinta ee Faraxumaynta iyo Takoorka ee Illinois (Illinois Sexual Harassment and Discrimination) lambarka 1-877-236-7703.

### ***Chicago Associates***

- Guddiga Chicago ee Xirrirka Bulshada (Chicago Commission on Human Relations) ee laga helo 740 N. Sedgwick Street, 4th floor, Chicago, IL 60654 ama (312) 744-4111.
- Guddiga Fursadaha Shaqo ee Loo Wada Siman Yahay ee Maraykanka (United States Equal Employment Opportunity Commission) ee laga helo JCK Federal Building, 230 S Dearborn Street, Chicago, IL 60604, Gudbinta Dacwadaha Dawladeed/Fulinta Sharciga/Dacwad-dhageysiyada Dawladeed: Suite 1866, Mediation Unit/Legal Unit: Suite 2920, 1-800-669-4000, 312-588-1260 (Fakiska)

### ***Maine Associates***

- Guddiga Xuquuqaha Aadanaha ee Maine (Maine Human Rights Commission), 51 State House Station, Augusta, ME 04333-0051, TELEFOONKA: 207-624-6050, TTY/TTD: 207-624-6064, FAKISKA: 207-624-6063

### ***Massachusetts Associates***

- Guddiga Kagortagga Takoorka Massachusetts (MCAD, Massachusetts Commission Against Discrimination) ee laga helo:
  - One Ashburton Place, Rm 601, Boston, MA 02108 ama (617) 994-6000.
  - 436 Dwight Street, Room 220, Springfield, MA 01103 ama (413) 739-2145
  - Denholm Building, 484 Main Street, Room 320, Worcester, MA 01608 ama (508) 453-9630

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- (Dawladda dhexe) Guddiga Fursadaha Shaqo ee Loo Wada Siman Yahay (EEOC, Equal Employment Opportunity Commission) ee laga helo John F. Kennedy Federal Building, 15 New Sudbury Street, Room 475, Boston, MA 02203, (800) 669-4000 ama (800) 669-6820 TTY

## ***New York Associates***

- Qaybta Xuquuqda Aadanaha ee Gobolka New York ((DHR, New York State Division of Human Rights), One Fordham Plaza, 4<sup>th</sup> Floor, Bronx, NY 10458 ama 1-800-HARASS-3 (1-800-427-2773) ama adoo booqanaya <https://dhr.ny.gov/complaint>.

## ***New York City Associates***

- Xafiiska Fulinta Sharciga ee Guddiga Xuquuqda Aadanaha ee NYC (Law Enforcement Bureau of the NYC Commission on Human Rights), 22 Reade Street, 3rd Floor, New York, New York 10007; wac 311 ama (212) 306-7450; ana booqo [www.nyc.gov/html/cchr/html/home/home.shtml](http://www.nyc.gov/html/cchr/html/home/home.shtml).

## ***Oregon Associates***

- Xafiiska Shaqada iyo Shaqaalaha & Warshadaha (BLI, Bureau of Labor & Industries) ee laga helo 800 NE Oregon St., Suite 1045, Portland, OR 97232, (971) 673-0761, ama adoo booqanaya <https://www.oregon.gov/boli/workers/Pages/employment-discrimination-questionnaire.aspx>.

## ***Rhode Island Associates***

- Guddiga Xuquuqda Aadanaha ee Rhode Island (Rhode Island Commission for Human Rights) ee laga helo 180 Westminister Street, 3rd Floor, Providence, RI 02903, (401) 222-2661, ama adoo booqanaya <http://www.richr.ri.gov/filecharge/index.php>.

## ***Vermont Associates***

- Xafiiska Xeer Ilaaliyaha Guud ee Vermont, Qaybta Xuquuqda Madaniga (Vermont Attorney General's Office, Civil Rights Unit), 109 State Street, Montpelier, VT 05609 ama (802) 828-3657 (cod/TDD)

## ***Washington Associates***

- Guddiga Xuquuqda Aadanaha ee Gobolka Washington (Washington State Human Rights Commission) lambarka 1-800-233-3247 ama adoo booqanaya <https://www.hum.wa.gov/file-complaint>.

## ***Washington, D.C. Associates***

- Xafiiska Xuquuqda Aadanaha (OCR, Office of Human Rights) lambarka (202) 727-4559 ama adoo booqanaya <https://ohr.dc.gov/service/file-discrimination-complaint>.

Haddii aad rabto inaad dacwad u gudbiso hay'adahan waa inaad si toos ah ula xiriirtaa si aad u hesho macluumaad dheeraad ah oo ku saabsan hannaankooda iyo waqtiyada cayiman.