

# STATE OF NEW YORK

3871

2025-2026 Regular Sessions

## IN SENATE

January 30, 2025

Introduced by Sen. HOYLMAN-SIGAL -- read twice and ordered printed, and  
when printed to be committed to the Committee on Labor

AN ACT to amend the labor law, in relation to employee work schedules

The People of the State of New York, represented in Senate and Assem-  
bly, do enact as follows:

Section 1. Article 5 of the labor law is amended by adding a new title  
2 to read as follows:

### TITLE 2

#### SPECIAL REQUIREMENTS

Section 171. Definitions.

172. Advanced notice requirements.

173. Exchange of shifts.

174. Prohibited acts.

175. Exceptions.

176. Enforcement.

§ 171. Definitions. As used in this title:

1. "Employer" shall mean any person, corporation, limited liability  
company, limited liability partnership or association employing five  
hundred or more full-time employees nationwide or a proportional number  
of part-time employees, who employs a retail employee, food service  
employee or cleaning employee.

2. "Employee" shall mean an individual employed as a retail employee,  
food service employee or cleaning employee by an employer.

3. "Retail employee" shall mean any employee primarily engaged in the  
sale of items at a retail store engaged in the sale of items to consum-  
ers.

4. "Food service employee" shall mean any employee primarily engaged  
in the service of food or beverage to guests, patrons or customers in  
the hotel or restaurant industry, including but not limited to, wait  
staff, bartenders, captains and busing personnel; and who regularly  
receives tips from such guests, patrons or customers.

EXPLANATION--Matter in italics (underscored) is new; matter in brackets  
[-] is old law to be omitted.

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1 5. "Cleaning employee" shall mean any employee primarily engaged in  
2 activities involving cleaning in a commercial context at a commercial or  
3 residential setting including, but not limited to, janitors, maids,  
4 housekeeping cleaners and building cleaners.

5 § 172. Advanced notice requirements. 1. On or before the first day of  
6 employment of a retail employee, food service employee or cleaning  
7 employee, the employer or its designee shall provide notice to such  
8 employee in writing of the employee's work schedule and the minimum  
9 number of hours the employee will be assigned on a monthly basis. Upon  
10 the provisions of such notice to such an employee, the employer or its  
11 designee shall obtain from the employee a signed and dated written  
12 acknowledgement, in English and in the primary language of the employee,  
13 of receipt of the notice, which the employer shall preserve and maintain  
14 for a period of six years.

15 2. On or before the seventh day after the effective date of this  
16 section and every seven days thereafter, each employer or its designee  
17 shall provide each employee with the days that the employee has been  
18 assigned to work and the hours of work on those days in writing. Sched-  
19 uling notices shall additionally be posted in a conspicuous place in  
20 every workplace of the employer and may be requested by electronic  
21 means.

22 3. The provisions of this section shall not apply during any period  
23 where regular operations of the employer are suspended as a result of  
24 events beyond the employer's control.

25 § 173. Exchange of shifts. Any employees who work for the same employ-  
26 er in the same or substantially similar line of work may mutually agree  
27 to exchange work schedules between the two employees. For any change of  
28 schedule as a result of this section, the employer shall not be required  
29 to provide any notice to any other employees pursuant to section one  
30 hundred seventy-two of this title.

31 § 174. Prohibited acts. It shall be unlawful for any employer to:

32 1. interfere with, restrain or deny the exercise of, or attempt to  
33 exercise any rights provided to an employee by the provisions of this  
34 title;

35 2. discharge, threaten to discharge, demote, suspend, reduce work  
36 hours of or take any other adverse employment action against any employ-  
37 ee who exercises or attempts to exercise any rights provided by this  
38 title; or

39 3. discharge or discriminate in any other manner against an individual  
40 because such individual has filed any charge, instituted any proceeding,  
41 provided any information in connection with an investigation, or testi-  
42 fied or is about to testify in any proceeding as a result of the  
43 provisions of this title.

44 § 175. Exceptions. Nothing in this title shall be construed as prohib-  
45 iting or conflicting with any provision of law, obligation or collective  
46 bargaining agreement that imposes increased levels of protections for  
47 employees.

48 § 176. Enforcement. 1. For each violation of this title by an employ-  
49 er, the department may assess a civil penalty not to exceed fifty  
50 dollars.

51 2. In addition to any penalty assessed by the department pursuant to  
52 subdivision one of this section, any employee, who is not provided with  
53 the notice required by subdivision one of section one hundred seventy-  
54 two of this title on such employee's first day of employment, shall have  
55 a private right of action against their employer for damages equal to  
56 fifty dollars for each work day, after the first day of employment,

1 during which the employee is not provided with the required notice, in  
2 an amount in the aggregate not to exceed five thousand dollars, plus  
3 court costs and attorney's fees.

4 3. In addition to any penalty assessed by the department pursuant to  
5 subdivision one of this section, any employee, who during any month is  
6 not scheduled to work the minimum hours of work for the month as stated  
7 in the notice provided to such employee pursuant to subdivision one of  
8 section one hundred seventy-two of this title, shall have a private  
9 right of action against such employee's employer for damages equal to  
10 the employee's hourly pay rate multiplied by the number of hours which  
11 is the result of subtracting the hours the employee actually worked  
12 during the month from such employee's stated minimum hours of work for a  
13 month, plus court costs and attorney's fees.

14 § 2. Severability. If any clause, sentence, paragraph, section, or  
15 part of this act shall be adjudged by any court of competent jurisdic-  
16 tion to be invalid, this judgment shall not affect, impair, or invali-  
17 date the remainder thereof, but shall be confined in its operation to  
18 the clause, sentence, paragraph, section, or part of this act directly  
19 involved in the controversy in which the judgment shall have been  
20 rendered.

21 § 3. This act shall take effect on the ninetieth day after it shall  
22 have become a law.