



KNOW YOUR RIGHTS

As an Employee

SUMMARY

- You have the right for your religious beliefs or practices, including wearing a beard, prayer breaks, wearing a hijab and going to Jummah (Friday) prayers, to be reasonably accommodated by your employer.
- Your employer must ensure that you are not subjected to anti-Muslim insults, harassment or unwelcome and excessive proselytizing.
- It is illegal for your employer to retaliate against you for filing an employment discrimination complaint.
- Report employment discrimination or harassment to CAIR.

THIS INFORMATION SHOULD NOT BE CONSIDERED LEGAL ADVICE.



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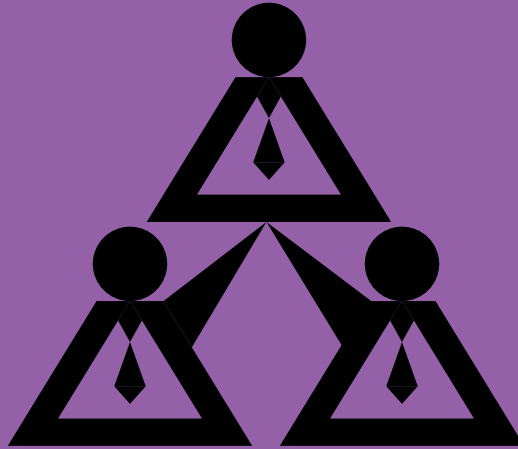
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We all have the right to be who we are and work with dignity in a safe workplace.

KNOW YOUR RIGHTS AS AN EMPLOYEE

Title VII of the 1964 Civil Rights Act protects against employment discrimination on the basis of race, religion, color, national origin and sex by both public and private sector employers with at least 15 employees. Title VII is federal law and applies throughout the country. Your state may have similar or additional protections under state law. For state law assistance, see your local CAIR chapter.

TITLE VII GUARANTEES YOUR RIGHT TO:

- + **Reasonable religious accommodation:** An employer must reasonably accommodate an employee's religious beliefs or practices unless doing so would cause an undue burden on the operations of the employer's business. The failure of an employer to reasonably accommodate your religious practices may constitute employment discrimination. 'Religious practices' include wearing a beard, prayer breaks, wearing a hijab and going to Jummah (Friday) prayers.
- + **Fairness in hiring, firing, and promotions:** Your employer is prohibited from considering religion when making decisions affecting your employment status.
- + **A non-hostile work environment:** Your employer must ensure that you are not subjected to anti-Muslim insults, harassment or unwelcome and excessive proselytizing
- + **Complain about discrimination without fear of retaliation:** Federal law guarantees your right to report an act of alleged employment discrimination. It is illegal for your employer to retaliate against you for your complaint.

WHEN FACED WITH DISCRIMINATION ON THE JOB:

- + Remain calm and polite.
- + Inform the offending party that you believe his/her actions are discriminatory.
- + Report the discriminatory action in writing to company management.
- + Document the discrimination by saving memos, keeping a detailed journal, noting the presence of witnesses and making written complaints. Make sure to keep copies of all materials. It is important to keep a “paper trail” of evidence.
- + DO NOT sign any documents or resign without an attorney’s advice
- + Contact CAIR to file a report.

