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**From:** jeffrey E. <jeevacation@gmail.com>  
**Sent:** Friday, November 3, 2017 3:13 PM  
**To:** Michael Wolff

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From: =b class="gmail\_sendername">NYT Company Mail + [REDACTED]  
<[REDACTED]> >  
Date: Fri, Nov 3, 2017 at 8:15 AM  
Subject: A Note from Ellen: Taking the Next Step for Our Culture  
To:

Dea= Colleagues,

Arthur and I recently share= a note <<https://insite.nyt.net/2017/10/16/our-values-a-note-f=om-arthur-and-ellen/>> about the values o= The Times with links to resources to use if you experience or witness har=ssment or any other interaction that contradicts or falls short of those v=lues. The numbers to our confidential Employee Hotline, and links to other=resources are at the bottom of this memo.

=C2♦

Beginning this month and contin=ing on an ongoing basis, we will =ntroduce online and in-person training for employees at every level to rei=force our standards for civility in our workplace. Civility and appropriat= conduct means demonstrating positive behaviors and knowing how to recogni=e and respond appropriately to unwelcome conduct.

Training will be led by Marci Kraft, vice president and assistant ge=eral counsel. Because our commitment to each other is integral to our comm=tment to The Times, this training will be mandatory for all managers, and =ill also be made available to everyone. Dates for training will be shared =oon.

Together we can ensure that The Time= offers a culture of fairness, integrity and respect.

-- Ellen

Ta=ent and Inclusion

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p=ease note

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