



# Employment and Labor Law Matters in the United States

## Important Issues for Non-U.S. Lawyers and Their Clients

LLOYDS  
BANKING  
GROUP



and

SULLIVAN &  
WORCESTER

present:

## Part I: Cross-Border Employment Law Matters: Protecting Your Client from Liability

Thursday, September 16, 2010

12:30 p.m. to 2:30 p.m.

This Luncheon Seminar is the first in a series dealing with important U.S. employment and labor relations matters. Our speakers will focus on the most critical business and legal aspects of the employment relationship under both Federal and State law. They will place particular emphasis on the most significant regulatory requirements for employers in the U.S. and highlight the most common areas where employers are vulnerable to liability. Cross-border differences in interviewing, hiring and firing employees will be discussed.

To RSVP, please contact Michele Thompson by September 12 at [mthompson@sandw.com](mailto:mthompson@sandw.com) or 212.660.5077.

**Location:** Sullivan & Worcester LLP  
1290 Avenue of the Americas, 29th Floor Conference Room, New York, NY

**Moderator:** **James R. Silkenat / Partner**  
Sullivan & Worcester LLP / New York, NY  
Former Chair, American Bar Association Section of International Law

### Speakers:

#### "Employment Issues from the Employer's Perspective"

**Annette Andrews**  
**Head of Human Resources, North America**  
Lloyds Banking Group / New York, NY

- Challenges of employing an international workforce on different terms and conditions
- Up-skilling line management on the employment law differences that they need to manage / be aware of
- Complexity of matrix management across international boundaries

#### "Establishing and Managing the Employment Relationship"

**Ilene Robinson Sunshine**  
**Partner and Director, Employment & Benefits Group**  
Sullivan & Worcester LLP / Boston, MA

- Pitfalls in interviewing, hiring and background checking
- Quick review of employment discrimination law
- Tips on drafting key employment documents: offer letters, employment contracts, non-competition agreements
- Critical classification and regulatory issues: employee v. independent contractor, wage and hour matters, record-keeping, workplace postings