



### Meetings

3. When a meeting is held with participants of both genders, the men and women must sit separately. (Ideally, one who wishes to provide food at such a meeting should keep the menu simple – e.g., a Danish and bottled water – rather than serve a proper meal. Certainly, food should not be served buffet style, which can lead to the mingling of the genders and other pitfalls.)

4. When a man meets with a woman – e.g., an employer and his employee – they should ideally not sit directly across each other, but rather slightly diagonally. (One must also make sure that there are no *shaylos of yichud*.)