

FEDERAL MINIMUM WAGE

**\$7.25 PER HOUR** 

**BEGINNING JULY 24, 2009** 

The law requires employers to display this

poster where employees can readily see it.

At least 1½ times the regular rate of pay for all hours worked

An employee must be at least 16 years old to work in most

declared hazardous by the Secretary of Labor. Youths 14 and

15 years old may work outside school hours in various non-

work hours restrictions. Different rules apply in agricultural

Employers of "tipped employees" who meet certain

wage, the employer must make up the difference.

conditions may claim a partial wage credit based on tips

received by their employees. Employers must pay tipped

employees a cash wage of at least \$2.13 per hour if they

claim a tip credit against their minimum wage obligation. If

of at least \$2.13 per hour do not equal the minimum hourly

The FLSA requires employers to provide reasonable break

time for a nursing employee to express breast milk for their

nursing child for one year after the child's birth each time

the employee needs to express breast milk. Employers must

provide a place, other than a bathroom, that is shielded from

view and free from intrusion from coworkers and the public,

which may be used by the employee to express breast milk.

an employee's tips combined with the employer's cash wage

manufacturing, non-mining, non-hazardous jobs with certain

non-farm jobs and at least 18 to work in non-farm jobs

FED

**OVERTIME PAY** 

**CHILD LABOR** 

employment.

**TIP CREDIT** 

**PUMP AT WORK** 

DFPARTMEN<sup>®</sup>

UNITED STATES

OF LABOR

OF AMERICA

WA

over 40 in a workweek.

LABOR LAWS

**Since 1953** 

# **FEDERAL**

# WASHINGTON

#### FED FED U.S. Equal Employment Opportunity Commission **EMPLOYEE RIGHTS EMPLOYEE RIGHTS UNDER THE FAIR LABOR STANDARDS ACT** Know Your Rights: Workplace Discrimination is Illegal **EMPLOYEE POLYGRAPH PROTECTION ACT** The Employee Polygraph Protection Act prohibits most private employers from using lie The Act also permits polygraph testing, subject to restrictions, of certain employees of ENFORCEMENT The U.S. Equal Employment Opportunity Commission (EEOC) enforces Federal laws that protect you from detector tests either for pre-employment screening or during the course of employment. private firms who are reasonably suspected of involvement in a workplace incident (theft, The Department has authority to recover back wages discrimination in employment. If you believe you've been discriminated against at work or in applying for a embezzlement, etc.) that resulted in economic loss to the employer PROHIBITIONS and an equal amount in liquidated damages in instances job, the EEOC may be able to help. The law does not preempt any provision of any State or local law or any collective bargaining Employers are generally prohibited from requiring or requesting any employee or job applicant of minimum wage, overtime, and other violations. The agreement which is more restrictive with respect to lie detector tests. with the Federal Government. If you are applying for a job Who is Protected? to take a lie detector test, and from discharging, disciplining, or discriminating against an Department may litigate and/or recommend criminal with, or are an employee of, a company with a Federal contract Employees (current and former), including managers and employee or prospective employee for refusing to take a test or for exercising other rights under **EXAMINEE RIGHTS** prosecution. Employers may be assessed civil money or subcontract, you are protected under Federal law from temporary employees the Act. Where polygraph tests are permitted, they are subject to numerous strict standards concerning penalties for each willful or repeated violation of the discrimination on the following bases: Job applicants the conduct and length of the test. Examinees have a number of specific rights, including the minimum wage or overtime pay provisions of the law. Civil **EXEMPTIONS** Race, Color, Religion, Sex, Sexual Orientation, Gender Union members and applicants for membership in a right to a written notice before testing, the right to refuse or discontinue a test, and the right not money penalties may also be assessed for violations of Federal, State and local governments are not affected by the law. Also, the law does not apply Identity, National Origin union to have test results disclosed to unauthorized persons. the FLSA's child labor provisions. Heightened civil money to tests given by the Federal Government to certain private individuals engaged in national What Types of Employment Discrimination are Illegal? Executive Order 11246, as amended, prohibits employment penalties may be assessed for each child labor violation that security-related activities. ENFORCEMENT discrimination by Federal contractors based on race, color, Under the EEOC's laws, an employer may not discriminate against results in the death or serious injury of any minor employee, religion, sex, sexual orientation, gender identity, or national The Act permits polygraph (a kind of lie detector) tests to be administered in the private sector, The Secretary of Labor may bring court actions to restrain violations and assess civil penalties vou, regardless of your immigration status, on the bases of: and such assessments may be doubled when the violations origin, and requires affirmative action to ensure equality of subject to restrictions, to certain prospective employees of security service firms (armored car, against violators. Employees or job applicants may also bring their own court actions. Race are determined to be willful or repeated. The law also opportunity in all aspects of employment. alarm, and guard), and of pharmaceutical manufacturers, distributors and dispensers. Color Asking About, Disclosing, or Discussing Pay prohibits retaliating against or discharging workers who file a Religion THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS POSTER WHERE EMPLOYEES AND JOB APPLICANTS CAN READILY SEE IT. complaint or participate in any proceeding under the FLSA. Executive Order 11246, as amended, protects applicants and National origin employees of Federal contractors from discrimination based on Sex (including pregnancy, childbirth, and related medical ADDITIONAL INFORMATION inquiring about, disclosing, or discussing their compensation or conditions, sexual orientation, or gender identity) Certain occupations and establishments are exempt the compensation of other applicants or employees. Age (40 and older) from the minimum wage, and/or overtime pay Disability Disability provisions. Certain narrow exemptions also apply to Section 503 of the Rehabilitation Act of 1973, as amended, 1-866-487-9243 WAGE AND HOUR DIVISION DEPARTMENT OF LABOR Genetic information (including employer requests for, protects qualified individuals with disabilities from the pump at work requirements. or purchase, use, or disclosure of genetic tests, genetic UNITED STATES OF AMERICA UNITED STATES DEPARTMENT OF LABOR www.dol.gov/agencies/whd discrimination in hiring, promotion, discharge, pay, fringe services, or family medical history) Special provisions apply to workers in American benefits, job training, classification, referral, and other aspects Retaliation for filing a charge, reasonably opposing Samoa, the Commonwealth of the Northern Mariana WH1462 of employment by Federal contractors. Disability discrimination discrimination, or participating in a discrimination lawsuit, Islands, and the Commonwealth of Puerto Rico. includes not making reasonable accommodation to the known investigation, or proceeding physical or mental limitations of an otherwise qualified individual Some state laws provide greater employee Interference, coercion, or threats related to exercising with a disability who is an applicant or employee, barring undue REV. 02/2022 protections; employers must comply with both. rights regarding disability discrimination or pregnancy hardship to the employer. Section 503 also requires that Federal Some employers incorrectly classify workers as accommodatior contractors take affirmative action to employ and advance in What Organizations are Covered? "independent contractors" when they are actually employment qualified individuals with disabilities at all levels of Most private employers employees under the FLSA. It is important to know FED employment, including the executive level. State and local governments (as employers) the difference between the two because employees YOUR EMPLOYEE RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT **Protected Veteran Status** Educational institutions (as employers) (unless exempt) are entitled to the FLSA's minimum The Vietnam Era Veterans' Readjustment Assistance Act of Unions wage and overtime pay protections and correctly 1974, as amended, 38 U.S.C. 4212, prohibits employment Staffing agencies classified independent contractors are not. discrimination against, and requires affirmative action to recruit, What is FMLA leave? You do not have to share a medical diagnosis but must provide enough information What Employment Practices can be Challenged as employ, and advance in employment, disabled veterans, recently Certain full-time students, student learners, to your employer so they can determine whether the leave gualifies for FMLA The Family and Medical Leave Act (FMLA) is a federal law that provides eligible **Discriminatory?** separated veterans (i.e., within three years of discharge or release protection. You must also inform your employer if FMLA leave was previously apprentices, and workers with disabilities may be paid employees with job-protected leave for qualifying family and medical reasons. The from active duty), active duty wartime or campaign badge All aspects of employment, including: **taken** or approved for the same reason when requesting additional leave. less than the minimum wage under special certificates U.S. Department of Labor's Wage and Hour Division (WHD) enforces the FMLA for veterans, or Armed Forces service medal veterans. Discharge, firing, or lay-off issued by the Department of Labor. most employees Your **employer may request certification** from a health care provider to verify Harassment (including unwelcome verbal or physical Retaliation medical leave and may request certification of a qualifying exigency. Eligible employees can take **up to 12 workweeks** of FMLA leave in a 12-month period conduct) Retaliation is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or Hiring or promotion The FMLA does not affect any federal or state law prohibiting discrimination or otherwise opposes discrimination by Federal contractors under Assignment The birth, adoption or foster placement of a child with you, supersede any state or local law or collective bargaining agreement that provides these Federal laws. Pay (unequal wages or compensation) 1-866-487-9243 greater family or medical leave rights. Your serious mental or physical health condition that makes you unable to Any person who believes a contractor has violated its Failure to provide reasonable accommodation for a www.dol.gov/agencies/whd State employees may be subject to certain limitations in pursuit of direct lawsuits work. nondiscrimination or affirmative action obligations under disability; pregnancy, childbirth, or related medical regarding leave for their own serious health conditions. Most federal and certain To care for your spouse, child or parent with a serious mental or physical health OFCCP's authorities should contact immediately: condition; or a sincerely-held religious belief, observance congressional employees are also covered by the law but are subject to the The Office of Federal Contract Compliance Programs (OFCCP) condition, and WH1088 or practice jurisdiction of the U.S. Office of Personnel Management or Congress. Benefits U.S. Department of Labor Certain qualifying reasons related to the foreign deployment of your spouse, 200 Constitution Avenue, NW Job training child or parent who is a military servicemember What does my employer need to do? Washington, D.C. 20210 REV. 04/2023 Classification An eligible employee who is the spouse, child, parent or next of kin of a covered If you are eligible for FMLA leave, your employer must: 1-800-397-6251 (toll-free) Referral servicemember with a serious injury or illness may take up to 26 workweeks of FMLA If you are deaf, hard of hearing, or have a speech disability, Obtaining or disclosing genetic information of employees Allow you to take job-protected time off work for a qualifying reason, leave in a single 12-month period to care for the servicemember please dial 7–1–1 to access telecommunications relay services. Requesting or disclosing medical information of Continue your group health plan coverage while you are on leave on the same OFCCP may also be contacted by submitting a question online You have the right to use FMLA leave in one block of time. When it is medically employees basis as if you had not taken leave, and to OFCCP's Help Desk at https://ofccphelpdesk.dol.gov/s/, necessary or otherwise permitted, you may take FMLA leave intermittently in **Department of Labor & Industries** Conduct that might reasonably discourage someone from Allow you to return to the same job, or a virtually identical job with the same or by calling an OFCCP regional or district office, listed separate blocks of time, or on a reduced schedule by working less hours each day opposing discrimination, filing a charge, or participating n most telephone directories under U.S. Government, pay, benefits and other working conditions, including shift and location, at the or week. Read Fact Sheet #28M(c) for more information. in an investigation or proceeding Announcement Department of Labor and on OFCCP's "Contact Us" webpage at end of vour leave. Conduct that coerces, intimidates, threatens, or interferes FMLA leave is not paid leave, but you may choose, or be required by your employer, https://www.dol.gov/agencies/ofccp/contact Your **employer cannot interfere with your FMLA rights** or threaten or punish you with someone exercising their rights, or someone to use any employer-provided paid leave if your employer's paid leave policy covers 2024 minimum wage: for exercising your rights under the law. For example, your employer cannot retaliate assisting or encouraging someone else to exercise **PROGRAMS OR ACTIVITIES RECEIVING** the reason for which you need FMLA leave. rights, regarding disability discrimination (including against you for requesting FMLA leave or cooperating with a WHD investigation. ommodation) or pregnancy accommodation FEDERAL FINANCIAL ASSISTANCE \$16.28 per hour Am I eligible to take FMLA leave? After becoming aware that your need for leave is for a reason that may gualify under What can You Do if You Believe You are an **eligible employee** if **all** of the following apply: the FMLA, your employer must confirm whether you are eligible or not eligible for **Race, Color, National Origin, Sex** Washington's minimum wage will be \$16.28 per hour beginning Jan. 1, 2024. FMLA leave. If your employer determines that you are eligible, your **employer must Discrimination has Occurred?** In addition to the protections of Title VII of the Civil Rights Act You work for a covered employer, Workers who are 14 or 15 years old may be paid 85% of the adult minimum wage, or \$13.84 per of 1964, as amended, Title VI of the Civil Rights Act of 1964, as notify you in writing You have worked for your employer at least 12 months, Contact the EEOC promptly if you suspect discrimination. Do not amended, prohibits discrimination on the basis of race, color About your FMLA rights and responsibilities, and You have at least 1,250 hours of service for your employer during the 12 months delay, because there are strict time limits for filing a charge of or national origin in programs or activities receiving Federal For more information about Washington's minimum wage law, see the required workplace poster How much of your requested leave, if any, will be FMLA-protected leave. discrimination (180 or 300 days, depending on where you live/ before your leave, and financial assistance. Employment discrimination is covered by

Your Rights as a Worker or visit **www.Lni.wa.gov/workers**-

WAGE AND HOUR DIVISION

UNITED STATES DEPARTMENT

OF LABOR

**NOTICE:** This state has its own minimum wage law. Employers are also required to display the federal Employee Rights Under the Fair Labor Standards Act posting, which indicates the federal minimum wage. Where federal and state rates both apply to an mployee, the U.S. Department of Labor dictates that the employee is entitled to the higher minimum wage rate.

#### THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY.

adverse action against you for discussing wages, filing

a complaint, or exercising other protected rights under

the Equal Pay and Opportunities Act. Employers also

are prohibited from requesting a job applicant's wage

or salary history, except under certain circumstances,

and cannot require an applicant's wage or salary history

meet certain criteria. Job applicants also have the right to

certain salary information if the employer has 15 or more

Teen Corner — Information for Workers

The minimum age for work is generally 14, with

different rules for ages 14–15 and ages 16–17.

to employ teens. This requirement applies to

family members except on family farms. Teens

Teens are required to have authorization forms

signed before they begin working. For summer

employment, parents must sign the Parent

Authorization for Summer Work form. If you

work during the school year, a parent and a

school official must sign the Parent/School

Work hours are limited for teens, with more

Many jobs are not allowed for anyone under 18

restrictions on work hours during school weeks.

In agricultural work, teens of any age get a meal

period of 30 minutes if working more than five

In all other industries, teens who are 16 or 17

more than five hours, and a 10-minute paid

break for each four hours worked. They must

have the rest break at least every three hours.

Teens who are 14 or 15 must have a 30-minute

meal period no later than the end of the fourth

hour, and a 10-minute paid break for every two

To find out more about teens in the workplace:

www.Lni.wa.gov/TeenWorkers, 1-866-219-7321,

must have a 30-minute meal period if working

hours, and a 10-minute paid break for each four

Employers must have a minor work permit

do not need a work permit

Authorization form

because they are not safe.

Meal and rest breaks for teens

hours worked.

hours worked.

TeenSafety@Lni.wa.gov

employees. For more information or to file a complaint,

go to www.Lni.wa.gov/EqualPay.

Ages 14-17

WA

#### **Department of Labor & Industries** Your Rights as a Worker

It's the law!

hour.

Employers must post this notice where employees can read it.

#### Wage and Overtime Laws Workers must be paid the Washington

- minimum wage Most workers who are 16 years of age or older must be paid at least the minimum wage for all hours
- worked. See www.Lni.wa.gov/MinWage. Workers who are 14 or 15 may be paid 85% of the minimum wage
- Tips cannot be counted as part of the minimum wage. Employers must pay all tips to employees.

#### Overtime pay is due when working more than 40 hours

Most workers must be paid one and one-half times their regular rate of pay for all hours worked over 40 in a fixed seven-day workweek.

#### Workers Need Meal and Rest Breaks

#### Meal period

Most workers are entitled to a 30-minute unpaid meal period if working more than five hours in a day. If you must remain on duty during your meal period, you must be paid for the 30 minutes. Agricultural workers are entitled to a second 30-minute unpaid meal period if they work more than 11 hours in a day. Learn more at www.Lni.wa.gov/MealAndRestBreaks.

#### Breaks

- Most workers are entitled to a 10-minute paid rest break for each four hours worked and must not work more than three hours without a break. Agricultural workers must have a 10-minute paid
- rest break within each four-hour period of work.
- If you are under 18, see "Teen Corner" at right.

#### Pay Requirements

#### Regular Payday Workers must be paid at least once a month on a regularly

scheduled payday. Your employer must give you a pay statement showing the number of hours worked, rate of pay, number of piece work units (if piece work), gross pay, the pay period and all deductions taken. For more information regarding authorized deductions, go to www.Lni.wa.gov/Wages and click on "Paycheck deductions."

#### **Equal Pay and Opportunities Act**

Under this law, your employer is prohibited from providing unequal pay or career advancement opportunities based on gender. You also have the right to disclose, compare, or discuss your wages or the wages of other employees. Your employer cannot take any

#### Leave Laws Paid sick leave

Most workers earn a minimum of one hour of paid sick leave for every 40 hours worked. This leave may be used beginning on the 90th calendar day of employment.

# Administered by other agencies

Paid Family and Medical Leave: Administered by Washington Employment Security Department. Washington offers paid family and medical leave benefits to workers. This insurance program is funded

an inquiry through the EEOC's public portal: Submit https://publicportal.eeoc.gov/Portal/Login.aspx 1-800-669-4000 (toll free) Call 1-800-669-6820 (TTY) 1-844-234-5122 (ASL video phone) Visit an EEOC field office (information at www.eeoc.gov/field-office)

work). You can reach the EEOC in any of the following ways

# info@eeoc.gov



### **EMPLOYERS HOLDING FEDERAL** CONTRACTS OR SUBCONTRACTS

The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) enforces the nondiscrimination and affirmative action commitments of companies doing business



E-Mail

FY24-141

REV. 09/2023

#### Paid time off.

#### Peace of mind.

Paid Family and Medical Leave provides paid time off when a serious health condition prevents you from working, when you need to care for a family member or a new child, or for certain military-related events. It's here for you when you need it most, so you can focus on what matters.

#### Nearly every Washington worker—whether you work full time or part time in a small to large business—is How it works

eligible for up to 12 weeks of Paid Family and Medical Leave. You need to work 820 hours in Washington, or about 16 hours per week, over the course of about a year. You can get up to 16 weeks if you have family and medical events in the same year, or up to 18 weeks in some cases. Leave doesn't have to be taken all at once. You can use these weeks within your "claim year," which starts when you apply and then runs for the next 52 weeks. When that claim year expires you can then be eligible for leave again.

You apply for leave with the Employment Security Department and will get partial wage replacement, up to 90 percent of your typical pay, capped at \$1,456 per week.

#### Your rights If you meet the requirements, you have the right to take paid time off using Paid Family and Medical Leave.

If you qualify for Paid Family and Medical Leave, your employer cannot prevent you from taking it. Your employer also cannot require you to use other types of leave, such as sick or vacation days, before or after taking Paid Family and Medical Leave. The program is funded by premiums shared between workers and many employers. The premium is 0.74% of your wage. You may pay about 71% of that total, and your employer (if they have 50 or more employees) pays the rest. A calculator to estimate premiums is available on our website

To file a complaint against your employer about Paid Family and Medical Leave, email or call our Customer Care Team at paidleave@esd.wa.gov or (833) 717-2273.

You may also contact the Office of the Paid Family and Medical Leave Ombuds. The Ombuds is appointed by the governor and serves as a neutral, independent third party to help workers and employers in their dealings with the Department. The Office of the Ombuds investigates, reports on and helps settle complaints about service deficiencies and concerns with the Paid Family and Medical Leave program. Learn more at www.paidleaveombuds.wa.gov or call the Ombuds' office at 844-395-6697

Employment Learn more and apply at Security Washingtor Paid Family & Medical Leave paidleave.wa.gov Department WASHINGTON STATE

**Department of Labor & Industries** Notice to Employees

#### It's the law!

#### Employers must post this notice where employees can read it.

Every worker is entitled to workers' compensation benefits. You cannot be penalized or discriminated against for filing a claim. For more information, call toll-free **1-800-547-8367**.

#### If a job injury occurs

WA

Your employer is insured through the Department of Labor & Industries' workers' compensation program. If you are injured on the job or develop an occupational disease, you are entitled to workers' compensation benefits.

workplace injury or disease are covered by the workers'

**Disability income.** If your work-related medical condition

#### **Benefits include:** Medical care. Medical expenses resulting from your

compensation program.

Tell your health-care provider and your employer about your work-related injury or condition. The first step in filing a workers' compensation (industrial insurance) claim is to fill out a Report of Accident (ROA). You can do this online with FileFast (**www.Lni.wa.gov/FileFast**), by phone at 1-877-561-FILE, or on paper in your doctor's office. Filing

injury, you must file a claim and the Department of Labor & Industries (L&I) must receive it within one year after the day the injury occurred. For an occupational disease, you must file a claim and L&I must receive it within two years following the date you are advised by a health-care provider in writing that your condition is work related.

#### **Report your injury to:**

Title VI if the primary objective of the financial assistance is provision of employment, or where employment discrimination causes or may cause discrimination in providing services under such programs. Title IX of the Education Amendments of 1972 prohibits employment discrimination on the basis of sex in educational programs or activities which receive Federal financia assistance.



assistance. Discrimination is prohibited in all aspects of employment against persons with disabilities who, with or without reasonable accommodation, can perform the essential functions of the iob. If you believe you have been discriminated against in a program

of any institution which receives Federal financial assistance, you should immediately contact the Federal agency providing such assistance.

REV. 06/27/2023

REV. 10/2023

FED

How do I request FMLA leave?

Generally, to request FMLA leave you must:

#### YOUR RIGHTS UNDER USERRA THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

USERRA protects the job rights of individuals who voluntarily or involuntarily leave employment positions to undertake military service or certain types of service in the National Disaster Medical System. USERRA also prohibits employers from discriminating against past and present members of the uniformed services, and applicants to the uniformed services.

#### **REEMPLOYMENT RIGHTS**

You have the right to be reemployed in your civilian job if you leave that job to perform service in the uniformed service and:

Your employer has at least 50 employees within 75 miles of your work location.

You work for a private employer that had at least 50 employees during at least

You work for an elementary or public or private secondary school, or

agency. Most federal employees are covered by Title II of the FMLA,

You work for a public agency, such as a local, state or federal government

Airline flight crew employees have different "hours of service" requirements.

You work for a covered employer if one of the following applies:

20 workweeks in the current or previous calendar year,

administered by the Office of Personnel Management.

Follow your employer's normal policies for requesting leave,

Give notice at least 30 days before your need for FMLA leave, or

If advance notice is not possible, give notice as soon as possible.

- you ensure that your employer receives advance written or verbal notice of your service;
- you have five years or less of cumulative service in the uniformed services while with that particular employer;
- you return to work or apply for reemployment in a timely manner after conclusion of service; and
- you have not been separated from service with a disqualifying discharge or under other than honorable conditions.

If you are eligible to be reemployed, you must be restored to the job and benefits you would have attained if you had not been absent due to military service or, in some cases, a comparable job.

#### **RIGHT TO BE FREE FROM DISCRIMINATION AND RETALIATION** If you

are a past or present member of the uniformed service:	•	are obligated to serve in the uniformed service:
have applied for membership in		uniformed service,

- the uniformed service; or then an employer may not deny you:
- initial employment;
  - reemployment:
- retention in employment;

#### because of this status.

In addition, an employer may not retaliate against anyone assisting in the enforcement of USERRA rights, including testifying or making a statement in connection with a proceeding under USERRA, even if that person has no service connection

to learn about our WHD complaint process. SCAN ME DEPARTMENT OF LABOR

If you believe your rights under the FMLA have been violated, you may file a complaint

with WHD or file a private lawsuit against your employer in court. Scan the QR code

UNITED STATES OF AMERICA WAGE AND HOUR DIVISION UNITED STATES DEPARTMENT OF LABOR

Where can I find more information?

Call 1-866-487-9243 or visit dol.gov/fmla to learn more.



REV. 04/2023

#### **HEALTH INSURANCE PROTECTION** If you leave your job to perform military service, you have the right to elect to continue your existing employer-based health plan coverage for you and your dependents for up to 24 months while in the military. Even if you don't elect to continue coverage during your military service, you have the right to be reinstated in your employer's health plan when you are reemployed, generally without any waiting periods or exclusions (e.g., pre-existing condition exclusions) except for service-connected illnesses or injuries. ENFORCEMENT The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate and resolve complaints of USERRA violations For assistance in filing a complaint, or for any other information on USERRA, contact VETS at 1-866-4-USA-DOL or visit its website at https://www.dol.gov/agencies/vets/. An interactive online USERRA Advisor can be viewed at https://webapps.dol.gov/elaws/vets/userra. If you file a complaint with VETS and VETS is unable to resolve it, you may request that your case be referred to the Department of Justice or the Office of Special Counsel, as applicable, for representation. You may also bypass the VETS process and bring a civil action against an employer for violations of USERRA. The rights listed here may vary depending on the circumstances. The text of this promotion; or notice was prepared by VETS, and may be viewed on the internet at this address: any benefit of employment https://www.dol.gov/agencies/vets/programs/userra/poster Federal law requires employers to notify employees of their rights under USERRA, and employers may meet this requirement by displaying the text of this notice where they customarily place notices for employees.

U.S. Department of Labor • 1-866-487-2365 U.S. Department of Justice Office of Special Counsel Employer Support of the Guard and Reserve • 1-800-336-4590



# Department of Labor & Industries, Division of Occupa Safety and Health **Job Safety and Health Law**

It's the law! Employers must post this notice where employees can read it. (Chapter 49.17 RCW)

All workers have the right to a safe and healthy workplace. Employees — Your employer must protect you from hazards you encounter on the job, tell you about them and provide training.

online or by phone speeds the claim and reduces hassle. File your claim as soon as possible. For an on-the-job

Employers must provide employees with a statement that includes their accrued, used and available hours of this leave at least once per month. This information may be provided on your regular pay statement or as a separate notification. Workers must be allowed to carry over a minimum of 40 hours of any unused paid sick leave to the following year. For details on authorized use, accrual details, and eligibility, see www.Lni.wa.gov/SickLeave.

#### Washington Family Care Act: Use of paid leave to care for sick family

Employees are entitled to use their choice of any employer provided paid leave (sick, vacation, certain short-term disability plans, or other paid time off) to care for:

- A child with a health condition requiring treatment or supervision;
- A spouse, parent, parent-in-law, or grandparent with a serious health condition or an emergency health condition: and
- Children 18 years and older with disabilities that make them incapable of self-care. For more information, see

#### www.Lni.wa.gov/FamilyCareAct. Leave for victims of domestic violence, sexual

# assault or stalking

Victims and their family members are allowed to take reasonable leave from work for legal or law enforcement assistance, medical treatment, counseling, relocation, meetings with their crime victim advocate, or to protect their safety. Employers are also required to provide reasonable safety accommodations to victims. For more information, see www.Lni.wa.gov/DVLeave.

Leave for military spouses during deployment Spouses or registered domestic partners of military personnel who receive notice to deploy or who are on leave from deployment during times of military conflict may take a total of 15 days unpaid leave per deployment. Your employer may not fire or retaliate against you for exercising your rights or filing a complaint related to minimum wage, overtime, paid sick leave or protected leave.

PUBLICATION F700-074-000

by premiums paid by both employees and many employers. Workers are allowed to take up to 12 weeks, as needed, when they welcome a new child into their family, are struck by a serious illness or injury, need to take care of an ill or ailing relative, and for certain military connected events. ww.paidleave.wa.gov. Pregnancy disability leave: Enforced by the Washington State Human Rights Commission under the Washington State Law Against Discrimination (WLAD). www.hum.wa.gov or 1-800-233-3247 Family and Medical Leave Act: Administered by the U.S. Department of Labor. Eligible employees can enforce their right to protected family and medical leave under the FMLA by contacting the Department of Labor at www.dol.gov/whd/fmla or 1-866-487-9243.

#### Contact L&I For more information or assistance

Online: www.Lni.wa.gov/workers-rights Call: 1-866-219-7321, toll-free Visit: www.Lni.wa.gov/Offices Email: ESgeneral@Lni.wa.gov

# About required workplace posters

Go to www.Lni.wa.gov/RequiredPosters to learn more about workplace posters from L&I and other government agencies.

#### Human trafficking is against the law

For victim assistance, call the National Human Trafficking Resource Center at 1-888-373-7888, or the Washington State Office of Crime Victims Advocacy at 1-800-822-1067. Upon request, foreign language support and formats for persons with disabilities are available. Call 1-800-547-8367. TDD users, call 711. L&I is an equal opportunity employer.

orking, you may be eligible for benefits to partially replace your wages. (Your employer fills in this space.) Vocational assistance. Under certain conditions, you may Helpful phone numbers: be eligible for help in returning to work. Partial disability benefits. You may be eligible for a Ambulance monetary award to compensate for the loss of body functions Fire Pensions. Injuries that permanently keep you from returning to work may qualify you for a disability pension Police Death benefits for survivors. If a worker dies, the surviving spouse or registered domestic partner and/or dependents may receive a pension. About required workplace posters Go to www.Lni.wa.gov/RequiredPosters to learn more What you should do about workplace posters from L&I and other government Report your injury. If you are injured, no matter how minor agencies the injury seems, contact the person listed on this poster. On the Web: www.Lni.wa.gov Get medical care. The first time you see a doctor, you may Upon request, foreign language support and formats for choose any health-care provider who is qualified to treat your persons with disabilities are available. Call 1-800-547-8367. injury. For ongoing care, you must be treated by a doctor in the L&I medical network. (Find network providers at TDD users, call 711. L&I is an equal opportunity employer. www.Lni.wa.gov/FindADoc.) PUBLICATION F242-191-909 [12-2012] Qualified health-care providers include: medical, osteopathic chiropractic, naturopathic and podiatric physicians; dentists; optometrists; ophthalmologists; physician assistants; and advanced registered nurse practitioners. WA **Everyone deserves a healthy relationship** 

#### No one ever deserves to be mistreated.

Abuse is a pattern of behavior that one person uses to gain power and control over another. These behaviors can include isolation, emotional abuse, monitoring, controlling finances, or physical and sexual assault. Everyone should be free to make their own choices in relationships. If you are experiencing harm or need advice, call the National Domestic Violence Hotline. You can reach their advocates 24/7/365 to get the support you deserve. No names, no fees, and no judgement. Just help 800-799-SAFE (7233) or 800-787-3224 (TTY).

www.thehotline.org

You can also find a program in your area that can help. Find out more about what kind of help is available at wscadv.org/get-help-now.

> **Employment Security Department** WASHINGTON STATE Workplace posters available at esd.wa.gov

The Employment Security Department is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Language assistance services for limited English proficient individuals are available free of charge. Washington Relay Service: 711 EMS 10427 . CC 7540-032-981 . UI-biz-poster-EN

#### You have the right to:

- Notify your employer or L&I about workplace hazards. You may ask L&I to keep your name confidential.
- Request an L&I inspection of the place you work if you believe unsafe or unhealthy conditions exist. You or your employee representative may participate in an inspection, without loss of wages or benefits.
- Get copies of your medical records, including records of exposures to toxic and harmful substances or conditions.
- File a complaint with L&I within 90 days if you believe your employer fired you, or retaliated or discriminated against you because you filed a safety complaint, participated in an inspection or any other safety-related activity.
- Appeal a violation correction date if you believe the time allowed on the citation is not reasonable.

The law requires you to follow workplace safety and health rules that apply to your own actions and conduct on the job. **Employers** — You have a legal obligation to protect employees on the job.

#### Employers must provide workplaces free from recognized hazards that could cause employees serious harm or death. Actions you must take:

- Comply with all workplace safety and health rules that apply to your business, including developing and implementing a written accident prevention plan (also called an APP or safety program).
- Post this notice to inform your employees of their rights and responsibilities.
- Prior to job assignments, train employees how to prevent hazardous exposures and provide required personal protective equipment at no cost.
- Allow an employee representative to participate in an L&I safety/health inspection, without loss of wages or benefits. The L&I inspector may talk confidentially with a number of employees.
- If you are cited for safety and/or health violations, you must prominently display the citation at or near the place of the violation for a minimum of seven working days, excluding weekends and holidays. It must remain posted until all violations have been corrected.

Firing or discriminating against any employee for filing a complaint or participating in an inspection, investigation, or opening or closing conference is illegal.

### Employers must report all deaths, in-patient hospitalizations, amputations or loss of an eye.

Report any work-related death or in-patient hospitalization to L&I's Division of Occupational Safety and Health (DOSH) within 8 hours.

Report any work-related non-hospitalized amputation or loss of an eye to DOSH within 24 hours.

For any work-related death, in-patient hospitalization, amputation or loss of an eye, you must report the following information to DOSH:

- Employer contact person and phone number.
- Name of business.
- Address and location where the work-related incident occurred
- Date and time of the incident.
- Number of employees and their names.
- Brief description of what happened.

Where to report:

- Any local L&I office or
- 1-800-423-7233, press 1 (available 24/7)

## This poster is available free from L&I at www.Lni.wa.gov/RequiredPosters

#### Free assistance from the Division of Occupational Safety and Health (DOSH)

- Training and resources to promote safe workplaces.
- On-site consultations to help employers identify and fix hazards, and risk management help to lower your workers' compensation costs.



**Division of Occupational Safety and Health** www.Lni.wa.gov/go/F416-081-909 | 1-800-423-7233

Upon request, foreign language support and formats for persons with disabilities are available. Call 1-800-547-8367. TDD users, call 711. *L&I is an equal opportunity employer.* 

WA **State Law Prohibits Discrimination in Employment** Make any discriminatory inquiries in connection Protected Classes with prospective employment. Use of a service Race animal by a person Color LABOR UNIONS MAY NOT DISCRIMINATE ON THE BASIS with a disability National Origin OF A PROTECTED CLASS. Honorably FOR EXAMPLE, A LABOR UNION CANNOT: Sex discharged Veteran Deny membership or membership rights and Creed or Military status privileges Disability—Sensory, Retaliation for filing Mental or Physical Expel from membership a whistleblower HIV, AIDS, and Fail to represent a person in the collective complaint with the Hepatitis C bargaining unit. state auditor Age (40 yrs old and Retaliation for filing older) EMPLOYMENT AGENCIES MAY NOT DISCRIMINATE ON THE a nursing home Marital status BASIS OF A PROTECTED CLASS abuse complaint Pregnancy or FOR EXAMPLE, AN EMPLOYMENT AGENCY MAY NOT: Retaliation for maternity Discriminate in classification or referrals for opposing an unfair Sexual Orientation employment practice or Gender Identity Print or circulate any discriminatory statement, advertisement, or publication **PROHIBITED UNFAIR EMPLOYMENT** Use discriminatory employment application forms, PRACTICES or make discriminatory inquiries in connection with prospective employment. AN EMPLOYER OF EIGHT (8) OR MORE EMPLOYEES MAY NOT DISCRIMINATE ON THE BASIS OF A PROTECTED If you have been discriminated against, CLASS please call or go to: FOR EXAMPLE, AN EMPLOYER CANNOT:

WA Visit **www.esd.wa.gov** to apply and click "Sign in or create an account<sup>\*</sup> To apply for unemployment, you will need Your Social Security number. Names and addresses of everyone you worked for in the last 18 months. Dates you started and stopped working for each employer. Reasons you left each job. Your alien registration number if you are not a U.S. citizen. Your SF8 and SF50 (if you worked for the Federal Government in the last 18 months). Your Washington State ID or License, if applicable. If you were in the military within the last 18 months we will also ask you to fax or mail us a copy of your discharge papers (Form DD214 member 4 or higher). The fastest way to apply is online at esd.wa.gov If you don't have a home computer, you can access one at a WorkSource center or your local library.

# You may be eligible for UNEMPLOYMENT BENEFITS if you lose your job benefits

WASHINGTON STATE

50.20.140).

You must look for work each week that you claim Visit WorkSource to find all the FREE resources you need to find a job. These include workshops,

REV. 07/2019

REV. 12/2012

computers, copiers, phones, fax machines, Internet access, and job listings. Log onto WorkSourceWA.com to find the nearest office.

If your work hours have been reduced to part-time, you may qualify for partial unemployment benefits.

If you have been unemployed due to a work-related injury or non-work-related illness or injury and are now able to work again, you may be eligible for Temporary Total Disability (TTD) unemployment benefits.

For more information, please refer to the Handbook for Unemployed Workers at ESD.WA.GOV.

**Employment Security Department** 

Employers are legally required to post this notice in a place convenient for employees to read (see RCW

The Employment Security Department is an equal opportunity employer/program. Auxiliary aids and

REV. 09/2023

