

POSTER COMPLIANCE DATE 04/2018

Bureau of Labor and Industries  
**Minimum Wage Rates**

Brad Avakian, Commissioner

**OREGON MINIMUM WAGE RATES**  
Effective July 1, 2018 to June 30, 2019

An employer shall pay an employee no less than the minimum wage rate for the region in which the employer is located. (See region descriptions below.)		
<b>Standard:</b>	<b>\$10.75 per hour</b>	All employers must comply with state laws regulating payment of minimum wage, overtime and general working conditions.
<b>Portland Metro:</b>	<b>\$12.00 per hour</b>	
<b>Nonurban Counties:</b>	<b>\$10.50 per hour</b>	

**Regions**  
The "Standard" rate applies to the following counties, with the exception of those areas located within the urban growth boundary of a metropolitan service district: Benton, Clackamas, Clatsop, Columbia, Deschutes, Hood River, Jackson, Josephine, Lane, Lincoln, Linn, Marion, Multnomah, Polk, Tillamook, Wasco, Washington, and Yamhill.  
The rate for "Portland Metro" includes areas located within the urban growth boundary of a metropolitan service district.  
The rate for "Nonurban Counties" applies to the following counties: Baker, Coos, Crook, Curry, Douglas, Gilliam, Grant, Harney, Jefferson, Klamath, Lake, Malheur, Morrow, Sherman, Umatilla, Union, Wallowa, and Wheeler.  
**Employer Location**  
Employers are required to pay their employees at least the minimum wage rate in effect for the region where the employer is located. Employees who perform more than 50% of their work in a pay period at the employer's permanent fixed business location in Oregon must be paid at least the minimum wage rate for the region in which the employer's business is located. Employees who make deliveries as a part of their job and who start and end their workday at the employer's permanent fixed business location must be paid at least the minimum wage rate for the region in which the employer's business is located. Employees who do not perform more than 50% of their work in a pay period at the employer's permanent fixed business location in Oregon must be paid at least the minimum wage rate for the region in which the employee performs work.

**General Working Conditions**  
**Overtime:** Unless exempt, employees must be paid time and one-half the regular rate of pay for any time worked over 40 hours a week or, for domestic workers residing in the home of the employer, over 44 hours a week.  
**Tips:** Employers may not use tips as credit toward minimum wages owed to an employee.  
**Deductions:** Employers may make deductions from wages that are required by law; authorized by a collective bargaining agreement; are for the fair market value of meals and lodging provided for the private benefit of the employee; are for

Employees may be eligible for the **Earned Income Tax Credit (EITC or EIC)**, a benefit for working people with low to moderate income, particularly those with children. EITC reduces the amount of tax owed and may provide a refund. Visit these websites for additional information about how to qualify:  
Federal: <https://www.irs.gov/credits-deductions/individuals/earned-income-tax-credit>  
Oregon: <https://www.oregon.gov/DOR/programs/individuals/Pages/credits.aspx>

<b>For Additional Information:</b> <b>Contact the Bureau of Labor and Industries:</b> Online: <a href="http://www.oregon.gov/boli">www.oregon.gov/boli</a> • Email: <a href="mailto:whdscreener@boli.state.or.us">whdscreener@boli.state.or.us</a> Eugene ..... 541-686-7623 Technical Assistance For Employers Program: 971-673-0824 Portland ..... 971-673-0761 TTY: 711 Salem ..... 503-378-3292	PENALTIES: Willful failure to pay wages due to an employee upon termination may be penalized by continuation of the employee's wages up to a maximum of 30 days.
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This is a summary of Oregon's laws relating to minimum wage and working conditions. It is not a complete text of the law.  
**THIS INFORMATION MUST BE POSTED IN A CONSPICUOUS LOCATION**

*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 employee, 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.**

Bureau of Labor and Industries  
**Equal Pay Law**

<b>BOLI</b>	<b>OREGON EQUAL PAY LAW</b>
<b>PAY HISTORY</b>	<b>Effective October 6, 2017</b> , employers are prohibited from seeking the pay history of employment applicants and employees before the employer makes an offer of employment to the prospective employee that includes an amount of compensation.
<b>UNLAWFUL PRACTICES</b>	<b>Effective January 1, 2019</b> , it is an unlawful employment practice under ORS chapter 659A (Unlawful Discrimination laws) for an employer to: <ul style="list-style-type: none"> <li>Discriminate in any manner between employees on the basis of an employee's status as a member of a protected class in the payment of wages or other compensation for work of comparable character;</li> <li>Pay wages or other compensation to any employee at a rate greater than that at which the employer pays wages or other compensation to employees of a protected class for work of a comparable character;</li> <li>Screen job applicants based on current or past compensation;</li> <li>Determine compensation for a position based on current or past compensation of a prospective employee (not including a current employee of the employer during a transfer, move or hire of the employee to a new position with the same employer);</li> <li>Seek the pay history of an applicant or employee from the applicant or employee or a current or former employer of the applicant or employee before the employer makes an offer of employment to the prospective employee that includes an amount of compensation.</li> </ul>
<b>ADDITIONAL PROVISIONS</b>	<b>Also effective January 1, 2019:</b> <ul style="list-style-type: none"> <li>Employers may not reduce the compensation of any employee in order to comply with the law;</li> <li>Amounts owed to an employee because of a failure of an employer to comply with the requirements of the Equal Pay Law are considered "unpaid wages" under the law;</li> <li>Employees who assert violations of the Equal Pay Law may file complaints with the Civil Rights Division of BOLI or a civil action within one year after the occurrence of the unlawful practice;</li> <li>An unlawful compensation practice is deemed to have occurred each time compensation is paid pursuant to a discriminatory compensation decision or other practice;</li> <li>Notice of claim against public bodies (tort claim notices) must be given within 300 days of discovery of the alleged loss or injury.</li> </ul>
<b>OTHER PROVISIONS</b>	See BOLI website for additional information regarding: <ul style="list-style-type: none"> <li>Permitted circumstances for paying employees performing work of a comparable character at different compensation levels;</li> <li>Legal remedies under the law; and</li> <li>Provisions for employer equal pay analyses as a defense in the award of compensatory and punitive damages.</li> </ul>

For additional information, contact the Bureau of Labor and Industries:  
[www.oregon.gov/boli](http://www.oregon.gov/boli)  
Portland: 971-673-0761 Eugene: 541-686-7623  
Salem: 503-378-3292 TTY: 711  
Technical Assistance for Employers Program: 971-673-0824

This is a summary of the provisions of the Oregon Equal Pay Law. It is not a complete text of the law.  
**THIS INFORMATION MUST BE POSTED IN A CONSPICUOUS LOCATION**  
REV. 02/2018

Bureau of Labor and Industries  
**Sick Time Law**

Brad Avakian, Commissioner

**BOLI**  
Bureau of Labor and Industries  
**REQUIREMENTS OF OREGON'S SICK TIME LAW**

Effective January 1, 2016, employers that employ employees in the state of Oregon are required to implement sick time policies and provide sick time to employees. Employers are also required to provide employees with a notice of the law's provisions. This notice is intended to summarize the major provisions of the law, but should not be relied upon as a full and complete summary of the law. The full text of the law and administrative rules adopted by the bureau are available at [www.oregon.gov/boli](http://www.oregon.gov/boli).  
**How much sick time does the law require?** Employees begin accruing sick time on the first day of employment and earn one (1) hour of sick time for every 30 hours worked or 1 1/3 hours for every 40 hours worked. Employees may use accrued sick time on the 91st calendar day of employment and may use sick time as it is accrued.  
Employers may choose to simply give employees ("front load") 40 hours of sick time at the beginning of the year rather than track the number of sick time hours accrued. Employers may also select the 12-month period to be used as the designated "year," e.g., calendar year, fiscal year, employee anniversary date, etc.  
Employees may carry over up to 40 hours of unused sick time from one year to the next; however, employers may adopt policies that limit employees to accruing no more than 80 hours of sick time or using no more than 40 hours of sick time in a year.  
Paid time off (PTO) policies that include time off for other purposes (such as vacation and other personal time off) comply with the sick time law as long as the policy is substantially equivalent to or more generous than the requirements of the law. "Substantially equivalent" means that employees are allowed to use at least the same number of hours for the same purposes under the same or more generous rules as outlined in this notice.  
Employees must use accrued sick time in hourly increments unless to do so would pose an undue hardship to the employer, in which case the employer may require sick time to be taken in minimum increments of four hours if the employer allows employees to use at least 56 hours of paid leave per year for absences covered by this law.

**When must sick time be paid?** Employers with 10 or more employees in the state (6 or more if the employer maintains a location in Portland) must pay employees for sick time taken at the employee's regular rate of pay. All other employers must provide unpaid sick time.  
The number of all employees employed by the employer in Oregon must be counted – including full-time, part-time and temporary employees.  
**Notices and Verification:** In addition to providing a notice to employees of the requirements of the law, employers are required to provide **quarterly notifications** to employees of the amounts of accrued and unused sick time.  
Employers may require employees to provide notices, verifications and certifications for using sick time under certain circumstances. For example, if the need for sick time is foreseeable, employers may require employees to provide up to 10 days' notice of the need to use sick time. Refer to the law and rules for more information.  
**Discrimination/Retaliation Prohibited:** It is unlawful for an employer to deny, interfere with, restrain or fail to pay for sick time to which an employee is entitled, or retaliate or in any way discriminate against an employee because the employee has inquired about, the provisions of the law, submitted a request for or taken sick time. Complaints may be filed with the Bureau of Labor and Industries.  
**Collective Bargaining Agreement Exception:** The sick time law does not apply to certain employees who are covered by a collective bargaining agreement, employed through a hiring hall and whose benefits are provided by a joint multi-employer-employee trust or benefit plan.  
**For what purposes may sick time be used?** Employees are entitled to use sick time for the following purposes:

- For an employee's or family member's mental or physical illness, injury or health condition or need for medical diagnosis of these conditions or need for preventive medical care.
- To care for an infant or newly adopted child under 18, or for a newly placed foster child under 18, or for a child over 18 if the child is incapable of self-care because of mental or physical disability.
- To care for a family member with a serious health condition.
- To recover from or seek treatment for a serious health condition that renders the employee unable to perform at least one of the essential functions of the employee's job.
- To care for a child of the employee who is suffering from a non-serious illness, injury or condition.
- To deal with the death of a family member by attending the funeral or alternative, making arrangements necessitated by the death of a family member, or grieving the death of a family member.
- To seek medical treatment, legal or law enforcement assistance, remedies to ensure health and safety, or to obtain other services related to domestic violence, sexual assault, harassment or stalking incidents to the employee or employee's minor child or dependent.
- To donate sick time to another employee for qualifying purposes if the employer has a policy allowing such donations.
- For certain public health emergencies including closure by a public official of the employee's place of business, school or place of care of the employee's child, or a determination by a public health authority or health care provider that the presence of the employee or a family member presents a health risk to others.

**Provision of this notice to employees complies with the requirement in the sick time law for employers to provide written notice of the requirements of the law to employees.**  
**For more information, visit our website at [www.oregon.gov/boli](http://www.oregon.gov/boli), or contact us at 971-673-0761 or mail@boli.state.or.us.**

Bureau of Labor and Industries  
**Family Leave Act**

Brad Avakian, Commissioner

**OREGON FAMILY LEAVE ACT**  
**NOTICE TO EMPLOYERS AND EMPLOYEES**

The Oregon Family Leave Act (OFLA) requires employers of 25 or more employees to provide eligible workers with protected leave to care for themselves or family members in cases of death, illness, injury, childbirth, adoption and foster placement. ORS 659A.150–659A.186

**When can an Employee take Family Leave?**  
Employees can take family leave for the following reasons:

- Parental Leave** during the year following the birth of a child or adoption or foster placement of a child under 18, or a child 18 or older if incapable of self-care because of a mental or physical disability. Parental leave includes leave to effectuate the legal process required for foster placement or adoption.
- Serious health condition leave** for the employee's own serious health condition, or to care for a spouse, same-gender domestic partner, custodial parent, non-custodial parent, adoptive parent, foster parent, biological parent, step parent, parent in law, parent of same-gender domestic partner, grandparent, grandchild, a person whom the employee is or was a relationship of in loco parentis, biological, adopted, foster or step child of an employee or the child of an employee's same-gender domestic partner.
- Pregnancy disability leave** (a form of serious health condition leave) taken by a female employee for an incapacity related to pregnancy or childbirth, occurring before or after the birth of the child, or for prenatal care.
- Sick child leave** taken to care for an employee's child with an illness or injury that requires home care but is not a serious health condition.
- Bereavement leave** to deal with the death of a family member.
- Oregon Military Family Leave** is taken by the spouse or same gender domestic partner of a service member who has been called to active duty or notified of an impending call to active duty or is on leave from active duty during a period of military conflict.

**Who is Eligible?**  
To be eligible for leave, workers must be employed for the 180 day calendar period immediately preceding the leave and have worked at least an average of 25 hours per week during the 180-day period.  
**Exception 1:** For parental leave, workers are eligible after being employed for 180 calendar days, without regard to the number of hours worked.  
**Exception 2:** For Oregon Military Family Leave, workers are eligible if they have worked at least an average of 20 hours per week, without regard to the duration of employment.  
**Exception 3:** For compensable Workers Compensation injuries, for certain Workers Compensation injuries involving denied and then accepted claims and for certain accepted claims involving more than one employer.  
**Exception 4:** When an employee is caring for a family member with a serious health condition and the same family member dies, the employee need not regularly with the 25 hour per week average to be eligible for bereavement leave.

**How much Leave can an Employee take?**

- Employees are generally entitled to a maximum of 12 weeks of family leave within the employer's 12-month leave year.
- A woman using pregnancy disability leave is entitled to 12 additional weeks of leave in the same leave year for any qualifying OFLA purpose.
- A man or woman using a full 12 weeks of parental leave is entitled to take up to 12 additional weeks for the purpose of sick child leave.
- Employees are entitled to 2 weeks of bereavement leave to be taken within 60 days of the notice of the death of a covered family member.
- A spouse or same gender domestic partner of a service member is entitled to a total of 14 days of leave per deployment after the military spouse has been notified of an impending call or order to active duty and before deployment and when the military spouse is on leave from deployment.

**What Notice is Required?** Employees may be required to give 30 days notice in advance of leave, unless the leave is taken for an emergency. Employers may require that notice is given in writing. In an emergency, employees must give verbal notice within 24 hours of starting a leave.  
**Is Family Leave paid or unpaid?**

- Although Family Leave is unpaid, employees are entitled to use any accrued paid vacation, sick or other paid leave.
- Employees are entitled to group health insurance benefits during family leave if they continued working.

**How is an Employee's job Protected?** Employers must return employees to their former jobs or to equivalent jobs if the former position no longer exists. However, employees on OFLA leave are still subject to nondiscriminatory employment actions such as layoff or discipline that would have been taken without regard to the employee's leave.

<b>FOR ADDITIONAL INFORMATION:</b> Employer Assistance ..... 971-673-0824 BOLI Portland ..... 971-673-0761 Civil Rights Division Eugene ..... 541-686-7623 800 NE Oregon, #1045 Salem ..... 503-378-3292 Portland, OR 97232 <a href="http://www.oregon.gov/BOLI">www.oregon.gov/BOLI</a> This is a summary of laws relating to Oregon Family Leave Act. It is not a complete text of the law.	<b>Employees who have been denied available leave, disciplined or retaliated against for requesting or taking leave, or have been denied reinstatement to the same or equivalent position when they returned from leave, may file a complaint with BOLI's Civil Rights Division.</b>
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**THIS INFORMATION MUST BE POSTED IN A CONSPICUOUS LOCATION**  
REV. 01/2016

*NOTICE: This state requires an employer to display a Workers' Compensation posting furnished by the employer's insurance carrier or a state agency. Employers should contact their insurance carrier or the appropriate state agency to obtain a copy of this state's Workers' Compensation posting or notice of compliance/certificate of insurance. Employers should refer to the Workers' Compensation posting or notice of compliance/certificate of insurance furnished by the state or the employer's insurance carrier for information about Workers' Compensation.*  
**THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY. IT DOES NOT FULFILL THIS STATE'S WORKERS' COMPENSATION POSTING REQUIREMENT.**

*NOTICE: Employers must contact their local unemployment office or the state agency responsible for unemployment compensation to receive the official Unemployment Insurance posting. Employers should contact their local unemployment office for information on how to claim unemployment benefits.*  
**THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY. IT DOES NOT FULFILL THIS STATE'S UNEMPLOYMENT INSURANCE POSTING REQUIREMENT.**

Bureau of Labor and Industries  
**Domestic Violence, Harassment, Sexual Assault or Stalking Protections**

Brad Avakian, Commissioner

**NOTICE**

**ALL EMPLOYERS WITH 6 OR MORE EMPLOYEES IN OREGON ARE REQUIRED TO PROVIDE REASONABLE LEAVE AND ALL EMPLOYERS IN OREGON ARE REQUIRED TO PROVIDE REASONABLE SAFETY ACCOMMODATIONS FOR VICTIMS OF DOMESTIC VIOLENCE, HARASSMENT, SEXUAL ASSAULT, OR STALKING (DVHSAS).**

**What qualifies as a Reasonable Safety Accommodation?**  
"Reasonable safety accommodation" may include, but is not limited to, a transfer, reassignment, modified schedule, unpaid leave from employment, changed work telephone number, changed work station, installed lock, implemented safety procedure or any other adjustment to a job structure, workplace facility or work requirement in response to actual or threatened domestic violence, harassment, sexual assault or stalking.

**Who is eligible for Reasonable Safety Accommodation protections under this law?**  
Any employee who is a victim of DVHSAS, or is the parent or guardian of a minor child or dependent who is a victim of DVHSAS, regardless of how long or how many hours he or she has worked for the employer.

**When may an employee take leave?**  
**Employees may take leave for the following purposes:**

- To seek legal or law enforcement assistance to ensure the health and safety of the employee or the employee's minor child or dependent, including preparing for and participating in protective order proceedings or other civil or criminal legal proceedings related to DVHSAS.
- To seek medical treatment for or to recover from injuries caused by DVHSAS to the eligible employee or the employee's minor child or dependent.
- To obtain or to assist a minor child or dependent in obtaining counseling from a licensed mental health professional related to an experience of DVHSAS.
- To obtain services from a victim services provider for the eligible employee or the employee's minor child or dependent.
- To relocate or take steps to secure an existing home to ensure the health and safety of the eligible employee or the employee's minor child or dependent.

<b>Is Notice Required?</b>	A covered employer may require that an eligible employee give reasonable advance notice of the employee's intention to take leave, unless giving the advance notice is not practicable. The covered employer may also require the eligible employee to provide certification that the employee or the employee's minor child or dependent is a DVHSAS victim.
<b>Confidentiality:</b>	Any documents or evidence provided as certification of the victim's status, or information obtained by the employer regarding the need for accommodation or leave, must be kept confidential and may not be released without the express permission of the employee.
<b>Paid or Unpaid Leave?</b>	A covered employer is not required to grant leave with pay to an eligible employee. However, an eligible employee may use any vacation, sick or other paid leave that is available during the period of leave. Subject to the terms of any agreement between the eligible employee and the covered employer or the terms of a collective bargaining agreement or an employer policy, the covered employer may determine the order in which paid accrued leave is to be used when more than one type of paid accrued leave is available to the employee.
<b>Length of Leave?</b>	A covered employer must allow an eligible employee to take reasonable leave and may only limit the amount of leave if the employee's leave creates an "undue hardship" on the employer. Undue hardship means a significant difficulty and expense to the organization and includes consideration of the size of the organization and the employer's critical need for the employee.

<b>For additional information, please call the nearest office of the Bureau of Labor and Industries:</b> Employer Assistance ..... 971-673-0824 Eugene ..... 541-686-7623 Salem ..... 503-378-3292 Portland ..... 971-673-0761 <b>Website: <a href="http://www.oregon.gov/boli">www.oregon.gov/boli</a></b>	<b>Or Write:</b> Bureau of Labor and Industries Civil Rights Division 800 NE Oregon St. Ste. 1045 Portland, OR 97232	<b>It is an unlawful employment practice for a covered employer to refuse to make a reasonable accommodation, discharge, refuse to hire, suspend, retaliate, or discriminate in any manner against an individual because he or she is a victim of DVHSAS.</b>
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This is a summary of Oregon's laws relating to Domestic Violence, Harassment, Sexual Assault, or Stalking Protections. It is not a complete text of the law.  
**THIS INFORMATION MUST BE POSTED IN A CONSPICUOUS LOCATION**  
REV. 01/2014

# IT'S THE LAW!

## Know your rights

You have a right to a safe and healthful workplace



- You have the right to notify your employer or Oregon OSHA about workplace hazards. You may ask Oregon OSHA to keep your name confidential.
- You have the right to request an Oregon OSHA inspection if you believe that there are unsafe or unhealthy conditions in your workplace. You or your representative may participate in the inspection.
- You have the right to report a work-related injury or illness, without being retaliated against.
- You can file a complaint with the Oregon Bureau of Labor and Industries within 90 days, or with federal OSHA within 30 days, of discrimination by your employer for making safety and health complaints or for exercising your rights under the Oregon Safe Employment Act.
- Anyone who wants to register a complaint about the administration of the Oregon Safe Employment Act can do so by contacting:  
**U.S. Department of Labor OSHA Region X**  
1111 Third Ave., Suite 715  
Seattle, WA 98101-3212  
206-553-5930
- You have a right to see Oregon OSHA citations issued to your employer. Your employer must post the citations at the workplace.
- Your employer must correct workplace hazards by the date indicated on the citation and must certify that these hazards have been reduced or eliminated.
- You have the right to copies of your medical records or records of your exposure to toxic and harmful substances or conditions. Additionally, you may request the workplace injury and illness log.
- You have the right to know about hazardous substances used in your workplace.

# 1-800-922-2689

## osha.oregon.gov

FOR MORE INFORMATION, copies of the Oregon Safe Employment Act, specific safety and health standards, advice or assistance, call:  
**Salem Central Office ..... 503-378-3272**

**Field Offices:**  
Bend ..... 541-388-6066  
Eugene ..... 541-686-7562  
Medford ..... 541-776-6030  
Pendleton ..... 541-276-9175  
Portland ..... 503-229-5910  
Salem ..... 503-378-3274



A Division of the Department of Consumer and Business Services



440-1507 (10/16/08-OSHA)  
*Display this poster where all your workers can see it!*  
Oregon Administration Rule 437-001-0275(2)(a).  
*This free poster is available from Oregon OSHA — It's the law!*

