

MASSACHUSETTS Employment Laws

POSTER COMPLIANCE DATE 01/2019

Discrimination

| | | RACE, COLOR, RELIGION, NA GENDER IDENTITY, SEXUAL INFORMATION, ANCESTRY, |
|--|---|---|
| Minimum Wage | | M.G.L. c. 151B protects applican in hiring, promotion, discharge, |
| Office of the A | Attorney General di Hour Laws | classification and other aspects race, color, religion, national ori |
| | lassachusetts ey General | proficiency requirements), age (including pregnancy), gender |
| | a Healey | information, ancestry, and milit includes failing to reasonably a |
| (617) 727-3465 COMMONWEALTH | ATTORNEY GENERAL www.mass.gov/ago/fairlabor | practices where the accommod hardship. |
| TTY (617) 727-4765 | oyers to post this notice at the | HARASSMENT Sexual harassment includes sex |
| workplace in a location | where it can easily be read. tion 16; 454 C.M.R. 27.07(1) | favors, and other verbal or phys (a) submission to or rejection of |
| Minimum Wage M.G.L. Chapter 151, Sections 1, 2, 2A, and 7 | | is made explicitly or implicitly a as a basis for employment decis |
| Effective Date Minimum Service | employee has:been employed for at least 12 months by the employer and | conduct have the purpose or ef a person's work performance by |
| presumed to be employees. The minimum wage applies to all | worked at least 1,250 hours for the employer during the previous 12-month period. Reporting Pay 454 C.M.R. 27.04(1) | humiliating or sexually offensiv prohibits harassment based of |
| employees, except: agricultural workers (\$8.00 per hour is the minimum January 1, 2019 \$12.00 \$4.35 | Most employees must be paid for 3 hours at no less than minimum wage if the employee is scheduled to work 3 or more hours, and reports to work on time, and is not given the expected hours of work. | above. PARENTAL LEAVE |
| wage for most agricultural workers), January 1, 2020 \$12.75 \$4.95 | Rights of Temporary Workers M.G.L. Chapter 149, Section 159C | The law requires employers to g an initial probationary period a |
| order, • workers being trained January 1, 2021 \$13.50 \$5.55 | To learn about rights of temporary workers and employees hired through staffing agencies, call: 617-626-6970 or go to: <u>www.mass.gov/dols</u> . | the anticipated date of departu return, at least eight (8) weeks of |
| in certain educational, nonprofit, or religious organizations, and | Rights of Domestic Workers M.G.L. Chapter 149, Section 190 To learn about additional rights for workers who provide housekeeping, cleaning, bildeare control of the provide housekeeping, cleaning, | of childbirth, adoption of a child under 23 years old if the child h |
| outside salespeople. January 1, 2023 \$15.00 \$6.75 | childcare, cooking, home management, elder care, or similar services in a household, go to www.mass.gov/ago/DW. | DISABILITY |
| Tips M.G.L. Chapter 149, Section 152A; M.G.L. Chapter 151, Section 7 The hourly "service rate" applies to workers who provide services to customers and who | Public Works and Public Construction Workers M.G.L. Chapter 149, Section 26-27H Workers who work on public construction projects and certain other public work must | M.G.L. c. 151B prohibits discrim of disability or perceived disabi |
| make more than \$20 a month in tips. The average hourly tips, plus the hourly service rate paid to the worker must add up to the minimum ware (or more) | be paid the prevailing wage, a minimum rate set by the Department of Labor Standards | compensation, benefits, trainin of employment. Disability discr |
| minimum wage (or more). Managers, supervisors and owners must never take any part of their employees' tips. Tips and service charges listed on a bill must be given only to wait staff, service bartenders, | Domestic Violence Leave M.G.L. Chapter 149, Section 52E Employees who are victims, or whose family members are victims, of domestic violence, | reasonably accommodate an of disability. |
| or other service employees. Tip pooling is allowed only for wait staff, service bartenders, and other service employees. | sexual assault, stalking or kidnapping have the right to 15 days of leave for related needs, such as health care, counseling, and victims services; safe housing; care and custody of | Boston Office: New Bedford Office: 8 |
| Overtime M.G.L. Chapter 151, Sections 1A and 1E Generally, employees who work more than 40 hours in any week must be paid overtime. | their children; and legal help, protective orders, and going to court. The leave can be paid or unpaid depending on the employer's policy. This law applies to employers with 50 or more employees. | Springfield Office: |
| Overtime pay is at least 1.5 x the regular rate of pay for each hour worked over 40 hours in a week. For some employees who get paid the "service rate," the overtime rate is 1.5 x the basic | Employees Have the Right to Sue M.G.L. Chapter 149, Section 150; M.G.L. | Worcester Office, |
| minimum wage, not the service rate. <i>Exception:</i> Under state law, some jobs and workplaces are exempt from overtime. For | Chapter 151, Sections 1B and 20 Employees have the right to sue their employer for most violations of wage and hour laws. Employees may sue as an individual or they may sue their employer as a group if they have | |
| a complete list of overtime exemptions, visit <u>www.mass.gov/ago/fairlabor</u> or call the Attorney General's Fair Labor Division at (617) 727-3465. | similar complaints. Employees who win their case will receive back pay, triple damages, attorneys' fees, and court costs. <i>Important!</i> There are strict deadlines for starting a lawsuit. For most cases, the deadline is | |
| Payment of Wages M.G.L. Chapter 149, Section 148; 454 C.M.R. 27.02 The law says when, what, and how employees must be paid. An employee's pay (or wages) includes payment for all hours worked, including tips, earned vacation pay, promised | 3 years after the violation. | NOTICE: Under the Massachusetts due to pregnancy or a condition re- does not fulfill the notice requireme |
| holiday pay, and earned commissions that are definitely determined, due and payable. Hourly employees must be paid every week or every other week (bi-weekly). The deadline | Employers Must Not RetaliateM.G.L. Chapter 149, Section 148A; M.G.L.Chapter 151, Section 19It is against the law for an employer to punish or discriminate against an employee for | does not runn the notice requireme |
| to pay is 6 or 7 days after the pay period ends, depending on how many days an employee worked during one calendar week. Employees who <i>quit</i> must be paid in full on the next regular payday or by the first Saturday | making a complaint or trying to enforce the rights explained in this poster. The laws explained in this poster apply to all workers, regardless of immigration status, | Sexual Harassment |
| after they quit (if there is no regular payday). Employees who are <i>fired</i> or <i>laid off</i> must be paid in full on their last day of work. | including undocumented workers. If an employer reports or threatens to report a worker to immigration authorities because the worker complained about a violation of rights, the employer can be prosecuted and/or subject to civil penalties. | Sexual harassilient |
| Paystub Information M.G.L. Chapter 149, Section 148 All employees must get a statement, at no cost, with their pay that says the name of the employer and employee, the date of payment (month, day, and year), the number of | Employees Under 18 – Child Labor M.G.L. Chapter 149, Sections 56 – 105 | Sexual H |
| hours worked during the pay period, the hourly rate, and all deductions or increases made during the pay period. | say what kinds of work or tasks minors must NOT do. | |
| Pay Deductions M.G.L. Chapter 149, Section 148; 454 C.M.R. 27.05 An employer cannot deduct money from an employee's pay unless the law allows it (such | Work Permits Required - Most workers under 18 must obtain a work permit. Employers must keep their minor workers' work permits on file at the worksite. To get a work permit, the minor must apply to the superintendent of the school district | |
| as state and federal income taxes), or the employee asked for a deduction to be made for the employee's own benefit (such as to put money aside in the employee's savings account). | where the minor lives or goes to school. To learn more about getting a work permit, contact the Department of Labor Standards at (617) 626-6975, or <u>www.mass.gov/dols</u> . | If you are being sexually |
| An employer cannot take money from an employee's pay for the employer's ordinary business costs (for example: supplies, materials or tools needed for the employee's job). An employer who requires an employee to buy or rent a uniform must refund the actual costs | | |
| to the employee. The law also puts limits on when and how much money an employer can take from an | 16 & 17 Drive most motor vehicles or forklifts Work at a job that requires that the employee have or use a firearm | You can file a c |
| employee's pay for housing and meals the employer gives to the employee. Hours Worked 454 C.M.R. 27.02 | Use, clean or repair certain kinds of power-driven machines Handle, serve, or sell alcoholic beverages | |
| Hours worked or "working time" includes all time that an employee must be on duty at the employer's worksite or other location, and works before or after the normal shift to complete the work. | Work 30 or more feet off of the ground Work 30 or more feet off of the ground Cook (except on electric or gas grills that do not have open | One Ashbur |
| Meal Breaks M.G.L. Chapter 149, Sections 100 and 101 | flames), operate fryolators, rotisseries, NEICO broilers, or pressure cookers Operate, clean or repair power-driven food slicers, grinders, | Rоом 601 Возтон, М/ |
| Most employees who work more than 6 hours must get a 30-minute meal break. During their meal break, employees must be free of all duties and free to leave the workplace. If, at the request of the employer, an employee agrees to work or stay at the workplace during | choppers, processors, cutters, and mixers Work in freezers or meat coolers Perform any baking activities | 617/994-6 617/994-6 |
| the meal break, the employee must get paid for that time. | Work in or near factories, construction sites, manufacturing plants, mechanized workplaces, garages, tunnels, or other risky | |
| Payroll records must include the employee's name, address, job/occupation, amount paid each pay period, and hours worked (each day and week). | Under 14 • Minors under 14 cannot work in Massachusetts in most cases. | |
| Employers must keep payroll records for 3 years. Employees have the right to see their own payroll records at reasonable times and places. | These are just some examples of tasks prohibited under both state and federal law. For a complete list of prohibited jobs for minors, contact the Attorney General's Fair Labor Division: (617) 727-3465 • www.mass.gov/ago/youthemployment. Or contact the U.S. | |
| Sick Leave M.G.L. Chapter 149, Section 1480 Most employees have the right to earn 1 hour of sick leave for every 30 hours they work, and they may earn and take up to 40 hours of sick leave a year. Employees begin accruing | Department of Labor: (617) 624-6700 • <u>www.youth.dol.gov</u> Time & Schedule Restrictions for Minors | Earned Sick Time |
| sick time on their first day of work. Employees must have access to their sick leave 90 days after starting work. | AgeMust not workAt any time:16 & 17At night, from 10 p.m. to 6 a.m. (or past •More than 9 hours | |
| Eligible employees may use their sick leave if they or their child, spouse, parent, or spouse's parent is sick, injured, or has a routine medical appointment. They may also use sick leave for themselves or their child to address the effects of domestic violence. | 10:15 if the employer stops serving customers at 10 p.m.)per dayException: On non-school nights, mayMore than 48 hours per week | |
| Unless it is an emergency, employees must notify the employer before using sick leave. Employees who miss more than 3 days in a row may need to provide their employer a doctor's note. | work until 11:30 p.m. or until midnight, • More than 6 days per if working at a restaurant or racetrack. week | Beginning July 1, 2015, Massachu take sick |
| Paid Sick Leave Employers with 11 or more employees <i>must</i> provide paid sick leave. Employers with fewer | 14 & 15 At night , from 7 p.m. to 7 a.m. <i>Exception:</i> In summer (July 1 – Labor Day), may work until 9 p.m. | WHO QUALIFIES? All employees in Massachusetts car |
| than 11 employees must provide sick leave; however, it does not need to be paid. Employers Must Not Discriminate M.G.L. Chapter 149, Section 105A; M.G.L. | During the School Year:*When school is not in•During school hours•More than 3 hours on any•More than 8 hours on | This includes full-time, part-time, ter HOW IS IT EARNED? |
| Chapter 151B, Section 4 Subject to certain limited exceptions, employers must not pay one employee less for doing | school day any day More than 18 hours during any More than 40 hours | Employees earn 1 hour of sick Employees can earn and use u |
| the same or comparable work as another employee of a different gender. They must not discriminate in hiring, pay or other compensation, or other terms of employment based on a person's: | week More than 8 hours on any Wore than 6 days per week | hours. Employees with unused earner |
| Race or color Religion, national origin, or ancestry | *Exception: For school-approved career or experience-building jobs, students may be allowed to work during the school day, up to 23 hours a week. | rollover up to 40 hours. Employees begin earning sich begin using earned sick time |
| Sex (including pregnancy) Military service Sexual orientation or gender identity or expression | Adult Supervision Required After 8 p.m After 8 p.m., all minors must be directly supervised by an adult who is located in the workplace and is reasonably accessible. <i>Exception:</i> Adult supervision is not required for minors working at a kiosk or stand in | WILL IT BE PAID? • If an employer has 11 or more |
| Genetic information or disability Age | a common area of an enclosed shopping mall that has security from 8 p.m. until the mall closes. | For employers with 10 or fewer Paid sick time must be paid or |
| Small Necessities Leave M.G.L. Chapter 149, Section 52D In some cases, employees have the right to take up to 24 hours unpaid leave every 12 | | regular wages. |
| months for their:child's school activities, | | An employee can use sick time spouse, parent, or parent of a second |
| child's doctor or dentist appointment, or elderly relative's doctor or dentist appointments, or other appointments. | | has to address the effects of de The smallest amount of sick tin |
| <u> </u> | ieneral's Fair Labor Division: | Sick time cannot be used as ar notice of a proper use. Use of sick time for other purp |
| (617) 727-3465 – <u>www</u> | v.mass.gov/ago/fairlabor Rev. 10/2018 | • Use of sick time for other purp employee being disciplined. |
| NOTICE: This state has its own minimum wage law. Employers are also required to display the fed | eral Employee Rights Under the Fair Labor Standards Act posting, which indicates the federal | Yes. Employers may have their own s employees can use at least the same |
| minimum wage. Where federal and state rates both apply to an employee, the U.S. Department of | | with the same job-protections as un |

| Fair Employment | in Massachusetts | Office of Labor and I Information on Employees' Un |
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| Fair Employment | in Massachusetts | THE COMMONWEALTH OF MASSACHUSETTS |
| | h 6 or more employees*, state and local governments, ected under Massachusetts General Laws Chapter 151B | EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT DEPARTMENT OF UNEMPLOYMENT ASSISTANCE |
| from discrimination o | n the following bases: | EMPLOYER NAME |
| RACE, COLOR, RELIGION, NATIONAL ORIGIN, AGE, SEX, | RETALIATION | EMPLOYER DUA ID # |
| GENDER IDENTITY, SEXUAL ORIENTATION, GENETIC INFORMATION, ANCESTRY, MILITARY SERVICE | It is illegal to retaliate against any person because s/he has opposed any discriminatory practices or because s/he has filed a complaint, | Address |
| M.G.L. c. 151B protects applicants and employees from discrimination | testified, or assisted in any proceeding before the Commission. It is | Employees of this business or organization are covered by Unemployment Insurance from your salary to cover the cost of your Unemployment Insurance benefits. |
| in hiring, promotion, discharge, compensation, benefits, training, classification and other aspects of employment on the basis of | also illegal to aid, abet, incite, compel or coerce any act forbidden under M.G.L. c. 151B, or attempt to do so. | If you lose your job, you may be entitled to collect Unemployment Insurance. Outline benefits. Before you file, your employer will give you a copy of the pamphlet: <i>How to</i> |
| race, color, religion, national origin (including unlawful language | DOMESTIC WORKERS | Unemployment Assistance (DUA). |
| proficiency requirements), age (if you are 40 years old or older), sex (including pregnancy), gender identity, sexual orientation, genetic | M.G.L. c. 151B prohibits discrimination and harassment against | You must be in the United States, its territories, or Canada when filing a claim or |
| information, ancestry, and military service. Religious discrimination | certain domestic workers where the employer has one (1) or more employee.* While some exclusions apply, domestic workers generally | There are two ways Apply by Using UI Online |
| includes failing to reasonably accommodate an employee's religious practices where the accommodation does not impose an undue | include individuals paid to perform work of a domestic nature within | UI Online is a secure, easy-to-use, self-service system. You can apply for benefits, reop |
| hardship. | a household on a regular basis, such as housekeeping, housecleaning, nanny services, and/or caretaking. Employers are prohibited from | for direct deposit, update your address, and even file an appeal online. To apply for be complete the required information to submit your application. |
| HARASSMENT | engaging in sexual harassment and harassment and/or discrimination | Apply by calling the TeleClaim Center |
| Sexual harassment includes sexual advances, requests for sexual | based on the protected classes described above, i.e. race, color, etc. Domestic workers are also entitled to parental leave. | Unemployment Insurance services are available by telephone. You can apply for Une the status of your claim and benefit payment, resolve problems, and sign up for direct |
| favors, and other verbal or physical conduct of a sexual nature when (a) submission to or rejection of such advances, requests or conduct | | at 1-877-626-6800 from area codes 351, 413, 508, 774, and 978; or 1-617-626-6800 from year you were born. You will then be connected to an agent who will take the information of the second se |
| is made explicitly or implicitly a term or condition of employment or | CRIMINAL HISTORY INQUIRIES The law prohibits employers from asking applicants on an initial | If the |
| as a basis for employment decisions; (b) such advances, requests or conduct have the purpose or effect of unreasonably interfering with | employment application for any criminal background information | |
| a person's work performance by creating an intimidating, hostile, | unless an exemption by statute or regulation exists. | Note: During peak periods from Monday through Thursday, call scheduling may be implemented, providing priority for callers based |
| humiliating or sexually offensive work environment. <i>The law also</i> prohibits harassment based on the protected classes set forth | MENTAL HEALTH FACILITY ADMISSION INQUIRIES | on the last digit of their Social Security Number. This helps ensure that you and others can get through to the TeleClaim Center in a |
| above. | Employers may not refuse to hire or terminate an employee for failing to furnish information regarding his/her admission to a facility | timely manner. Please check the schedule on the right before calling. |
| PARENTAL LEAVE | for the care and treatment of mentally ill persons. An employment | |
| The law requires employers to grant an employee who has completed | application may not seek information about an applicant's admission to such a facility. | IMPORTANT: Massachusetts General Law, Chapter 151A, Section 62A requires that thi |
| an initial probationary period and has given two (2) weeks' notice of the anticipated date of departure and the employee's intention to | · · | This document contains important Questo documento contiene in |
| return, at least eight (8) weeks of paid or unpaid leave for the purpose | IF YOU HAVE BEEN DISCRIMINATED AGAINST If you feel you have been harassed or discriminated against, | information. Please have it translated important. La preghiamo di t immediately. |
| of childbirth, adoption of a child under 18, or adoption of a child | you should immediately file a charge of discrimination with | В данном документе содержится важная Este documento contém infor |
| under 23 years old if the child has a mental or physical disability. | the Massachusetts Commission Against Discrimination , www.mcad.gov, at one of the offices below. | информация. Вам необходимо срочно importantes. Por favor, tradus сделать перевод документа. imediatamente. |
| DISABILITY M.G.L. c. 151B prohibits discrimination the basis of disability, a record | An agreement with your employer to arbitrate your discrimination | Este documento contiene información Docikman sa gen enfòmasyo importante. Por favor, consiga una traducción Tanpri fè yon moun tradwi l |
| of disability or perceived disability, in hiring, promotion, discharge, | claim(s) does not bar you from filing a charge of discrimination. | inmediatamente. 본 문서에는 중요한 정보가 모 Tài liệu này có chứa thông tin quan trọng, 있습니다. 본 문서를 즉시 번역 |
| compensation, benefits, training, classification and other aspects of employment. Disability discrimination may include failing to | | Tai liệu này có chữa thông tin quân trộng. 있답니다. 온 문서를 득시 한후 Vui lông dịch tài liệu này ngay. 하십시오. |
| reasonably accommodate an otherwise qualified person with a | | it is accessible to all employees. It must include the name and mailing address of the |
| disability. | | Unemployment Assistance . An equal opportunity employer/program. Auxiliary aids and services are available up |
| BOSTON OFFICE: 1 ASHBURTON PL., SUITE 601, BOSTON | MA 02108 - P: 617-994-6000 F: 617-994-6024 | www.mass.gov/dua |
| New Bedford Office: 800 Purchase St., Room 501, New B | EDFORD, MA 02740 - P: 508-990-2390 F: 508-990-4260 | Form 2553-A |
| Springfield Office: 436 Dwight St., Room 220, Springf | ELD, MA 01103 - P: 413-739-2145 F: 413-784-1056 | |
| Worcester Office, 484 Main Street, Room 320, Worces | ster, MA 01608 - P: 508-453-9630 F: 508-755-3861 | Workers' Comp. |
| For more information, please see o | | Department of |
| | REV. 04/07/2015 | Workers' C |
| | | Notice to |
| IOTICE: Under the Massachusetts Pregnant Workers Fairness Act, employers lue to pregnancy or a condition related to pregnancy. The notice shall be pro | | The Commonwea DEPARTMENT OF I |
| loes not fulfill the notice requirement. For more information, contact the Mas | | 1 Congress Street, Suite 10 |
| THIS NOTICE IS FOR INFORI | NATIONAL PURPOSES ONLY. | 617-727-4900 - <u>htt</u> As required by Massachusetts General Law, Cha |
| | | that I (we) have provided for payment to our inju |
| Sexual Harassment Commission Agai | nst Discrimination | Insu NAME OF INSURANCE COMPANY |
| Sexual Ha | rassment | ADDRESS OF INSURANCE COMPANY |
| Sexual Harassment at work d | oes not have to be tolerated. | POLICY NUMBER |
| | | EFFECTIVE DATES |
| It's II | egal. | |
| | | NAME OF INSURANCE AGENT |
| If you are being sexually harassed, report it immediately | to your supervisor or contact: | ADDRESS |
| | | PHONE # |
| | SEXUAL HARASSMENT OFFICER | EMPLOYER |
| You can file a complaint with the Massachuset | | ADDRESS |
| - | ts Commission Against Discrimination (MCAD). | EMPLOYER'S WORKERS' COMPENSATION OFFICER (IF ANY) |
| | | DATE |
| ONE ASHBURTON PLACE | 436 DWIGHT STREET | MEDICAL |
| Воом 601 | R оом 220 | The above named insurer is required in cases of personal injuries arising out of and in services in accordance with the provisions of the Workers' Compensation Act. A copy |
| Boston, MA 02108 | Springfield, MA 01103 | select his or her own physician. The reasonable cost of the services provided by the tr connected to the work related injury. In cases requiring hospital attention, employee |
| 617/994-6000 | 413/739-2145 | NAME OF HOSPITAL |
| 617/994-6196 TTY | | ADDRESS |
| MASSACHUSETTS CC | OMMISSION AGAINST | TO BE POSTE |
| DISCRIM | INATION | |
| | | |
| | | Parental Leave Commission Ag |
| | | Paren |
| | torney General | - |
| Office of the Af | torney General Sick Time | An Act Relative to Parental Leave expands the current maternity leave law, |
| Earned S | ick Time | G.L. c. 149, § 105D, which is enforced by the Massachusetts Commission |
| Earned S Notice of Em | bick Time bloyee Rights | G.L. c. 149, § 105D, which is enforced by the Massachusetts Commission Against Discrimination (MCAD). Currently, Massachusetts law requires employers with six or more employees to provide eight weeks of unpaid |
| Beginning July 1, 2015, Massachusetts employees have the right to earn and | bick Time bloyee Rights RETALIATION | G.L. c. 149, § 105D, which is enforced by the Massachusetts Commission Against Discrimination (MCAD). Currently, Massachusetts law requires employers with six or more employees to provide eight weeks of unpaid maternity leave for the purpose of giving birth or for the placement of a |
| Earned S Notice of Em | bick Time bloyee Rights | G.L. c. 149, § 105D, which is enforced by the Massachusetts Commission Against Discrimination (MCAD). Currently, Massachusetts law requires employers with six or more employees to provide eight weeks of unpaid maternity leave for the purpose of giving birth or for the placement of a child under the age of 18, or under the age of 23 if the child is mentally or physically disabled, for adoption. The new law goes into effect on April 7, |
| Beginning July 1, 2015, Massachusetts employees have the right to earn and take sick leave from work. WHO QUALIFIES? All employees in Massachusetts can earn sick time. | bick Time bloyee Rights RETALIATION Employees using earned sick time cannot be fired or otherwise retaliated against for exercising or attempting to exercise rights under the law. Examples of retaliation include: denying use or delaying payment of | G.L. c. 149, § 105D, which is enforced by the Massachusetts Commission Against Discrimination (MCAD). Currently, Massachusetts law requires employers with six or more employees to provide eight weeks of unpaid maternity leave for the purpose of giving birth or for the placement of a child under the age of 18, or under the age of 23 if the child is mentally or physically disabled, for adoption. The new law goes into effect on April 7, 2015 and expands the current leave law in the following ways: |
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| Confice of the And Earned S Confice of the And Earned S Notice of Employees Beginning July 1, 2015, Massachusetts employees have the right to earn and take sick leave from work. WHO QUALIFIES? All employees in Massachusetts can earn sick time. This includes full-time, part-time, temporary, and seasonal employees. HOW IS IT EARNED? • Employees earn 1 hour of sick time for every 30 hours they work. | bick Time bloyee Rights RETALIATION Employees using earned sick time cannot be fired or otherwise retaliated against for exercising or attempting to exercise rights under the law. Examples of retaliation include: denying use or delaying payment of earned sick time, firing an employee, taking away work hours, or giving the employee undesirable assignments. NOTICE & VERIFICATION | G.L. c. 149, § 105D, which is enforced by the Massachusetts Commission Against Discrimination (MCAD). Currently, Massachusetts law requires employers with six or more employees to provide eight weeks of unpaid maternity leave for the purpose of giving birth or for the placement of a child under the age of 18, or under the age of 23 if the child is mentally or physically disabled, for adoption. The new law goes into effect on April 7, 2015 and expands the current leave law in the following ways: The parental leave law is now gender neutral. Both men and women are entitled to parental leave. |
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Unemployment Ins.

Office of Labor and Workforce Development

nemployment Insurance Coverage

e (UI), a program financed entirely by Massachusetts employers. No deductions are made

ed below is the information you need in order to apply for Unemployment Insurance (UI) Apply for Unemployment Insurance Benefits, provided by the Massachusetts Department of

or certifying for weekly UI benefits. s to apply for UI Benefits:

pen an existing claim, request weekly benefit payments, check your claim status, sign up penefits using UI Online, go to <u>www.mass.gov/dua</u>, and select UI Online for Claimants, and

employment Insurance benefits, reopen a current claim, obtain up-to-date information on ct deposit — all by telephone. To apply for benefits by telephone, call the TeleClaim Center om any other area code. You will be asked to enter your Social Security Number and the nation necessary to file your claim.

| e last digit of your Social Security Number is: | Assigned day to call Teleclaim is: |
|--|------------------------------------|
| 0, 1 | Monday |
| 2, 3 | Tuesday |
| 4, 5, 6 | Wednesday |
| 7, 8, 9 | Thursday |
| Any last digit | Friday |

Any last digit is notice be displayed at each site operated by an employer, in a conspicuous place, where

| nformazioni | ເຫຼກະສານສະບັບນີ້ ບັນຈຸຂໍ້ມູນອັນສຳຄັນ. 此文件合有重要信息 | |
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| radurlo | ກະລຸນາເອົາເອກະສານສະບັບນີ້ໄປແປອອກ 第立即找人跟謬。 | |
| mações | ຢ່າງບໍ່ລໍຊັ່າ. | |
| zi-lo | , حد الرئيفة على معلومات هامة. | ٽمٽر <i>۽</i> د خ |
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| 5함되어 복하도록 | Ce document contient des informations importantes. Veuillex le faire traduire au plus tôt. | |

e employer, and the identification number assigned to the employer by the Department of

pon request to individuals with disabilities. For hearing-impaired relay services, call 711.

REV. 10/6/2015

f Industrial Accidents Compensation

- **Employees**
- alth of Massachusetts
- INDUSTRIAL ACCIDENTS
- 00, Boston, Massachusetts 02114-2017
- tp://www.state.ma.us/dia apter 152, Sections 21, 22 & 30, this will give you notice
- ured employees under the above-mentioned chapter by uring with:

TREATMENT

n the course of employment to furnish adequate and reasonable hospital and medical of the First Report of Injury must be given to the injured employee. The employee may treating physician will be paid by the insurer, if the treatment is necessary and reasonably es are hereby notified that the insurer has arranged for such attention at the

ED BY EMPLOYER

gainst Discrimination

ntal Leave

The law clarifies that an employee on parental leave for the adoption of a child shall be entitled to the same benefits offered to an employee on leave for the birth of a child.

The law expands the notice requirements, mandating that employers keep a posting in a conspicuous place describing the law's requirements and the employer's policies as to parental leave.

Boston: One Ashburton Place, Room 601, Boston, MA 02108; 617-994-6000 Springfield: 436 Dwight Street, Room 220, Springfield, MA 01103; 413-739-2145

Worcester: 484 Main Street, Room 320, Worcester, MA 01608; 508-453-9630 New Bedford: 800 Purchase, Room 501, New Bedford, MA 02740; 508-990-2390

Visit our website for more resources and instructions on filing a complaint: www.mass.gov/mcad

COMPANY LEAVE POLICY:

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REV. 3/10/2015

law posters contact ates, Inc. ymentlaw

This poster is in compliance with state posting requirements.

easily verify your poster compliance status now

SCAN ME!

46018