



CALIFORNIA Employment Laws

POSTER COMPLIANCE DATE 01/2019

Department of Industrial Relations

Amends General Minimum Wage Order and IW Industry and Occupation Orders

PLEASE POST NEXT TO YOUR IWC OR INDUSTRY/OCCUPATION ORDER

OFFICIAL NOTICE

California Minimum Wage

MW-2019

EFFECTIVE DATE	Employers with 26 or More Employees*	Employers with 25 or Fewer Employees**
January 1, 2019	\$12.00	\$11.00
January 1, 2020	\$13.00	\$12.00

PREVIOUS YEARS

January 1, 2017	\$10.50	\$10.00
January 1, 2018	\$11.00	\$10.50

*Employers treated as employer by a single qualified taxpayer pursuant to Revenue and Taxation Code section 23626 are treated as employers of that single taxpayer.

**Employees and representatives of persons working in industries and occupations in the State of California.

SUMMARY OF ACTIONS

TAKE NOTICE that on April 4, 2016, the Governor of California signed legislation passed by the California Legislature, raising the minimum wage for all industries. C.S. Stats of 2016, Amending Section 1182.2, of the California Labor Code (P) pursuant to its authority under Labor Code section 1182.13; the Department of Industrial Relations amends and repeals Sections 2.2, 2.3, and 5 of the General Minimum Wage Order, MW-2017, Section 1, Applicability, and Section 4, Separability, have been changed. Consistent with this enactment, amendments are made to the minimum wage, and the meals and lodging credits sections of all of the IW industry and occupation orders.

This summary must be made available to employers in accordance with the IWC's wage orders. Copies of the full text of the amended wage orders may be obtained by ordering on-line at www.dir.ca.gov/WP.asp, or by contacting your local Division of Labor Standards Enforcement office.

- APPLICABILITY**
The provisions of this Order shall not apply to outside salespersons, and individuals who are the parent, spouse, or child of the employer previously contained in the Order, and the IW industry and occupation orders. Exceptions and modifications provided by statute or in Sections 1, Applicability, and other sections of the IWC industry and occupation orders may be made where any provisions are enforceable and applicable to the employer.
- MINIMUM WAGES**
Every employer shall pay to each employee wages not less than those stated above, on each effective date, per hour for all hours worked.

MEALS AND LODGING CREDITS - TABLE

Amounts shown for lodging is zero if the amount of the employer's minimum wage obligation, the amounts so credited pursuant to a voluntary written agreement may not be more than the following:

Room occupied alone	Room shared
Apartment - two thirds (2/3) of the ordinary rental value and in no event more than \$93.05/month	Apartment - two thirds (2/3) of the ordinary rental value and in no event more than \$67.37/month
Hotel - one third (1/3) of the ordinary rental value and in no event more than \$37.37/month	Hotel - one third (1/3) of the ordinary rental value and in no event more than \$28.44/month

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.

Pregnancy Rights

The Department of Fair Employment and Housing
Your Rights and Obligations as a Pregnant Employee

If you are pregnant, have a related medical condition, or are recovering from childbirth, please read this notice. California law protects employees against discrimination or harassment because of an employee's pregnancy, childbirth or any related medical condition (referred to below as "discrimination or harassment"). California law also prohibits employers from denying or interfering with an employee's pregnancy-related employment.

YOUR EMPLOYER HAS AN OBLIGATION TO:

- Reasonably accommodate your medical needs related to pregnancy, childbirth or related conditions (such as temporarily modifying your work duties, providing you with a stool or chair, or allowing more frequent breaks);
- Transfer you to a less strenuous or hazardous position (where one is available) or days if medically needed because of your pregnancy; and
- Provide you with pregnancy disability leave (PDL) for up to four months (the working days you normally would work in one-third of a year or 1/3 weeks) and return you to your same job when you no longer disability leave.

FOR PREGNANCY DISABILITY LEAVE:

- PDL is not for an antenatal period of time, but for the period of time that you are disabled by pregnancy. Your health care provider determines how much time you will need.
- Once your employer has been informed that you need to take PDL, your employer must guarantee in writing that you can return to work at your same position if you return a written guarantee. Your employer may require you to submit written medical certification from your health care provider substantiating the need for your leave.
- PDL may include, but is not limited to, additional or more frequent breaks, time prenatal or postnatal medical appointments, doctor-ordered bed rest, severe morning sickness, gestational diabetes, pregnancy-induced hypertension, preeclampsia, recovery from childbirth or loss of pregnancy, and/or postpartum depression.
- PDL does not need to take all or a reduced work schedule, all of which counts against your health care entitlement to leave.
- Your leave will be paid or unpaid depending on your employer's policy for other medical leaves. You may also be eligible for state unemployment or Paid Family Leave (PFL), administered by the California Employment Development Department.
- At your discretion, you can use any vacation or other paid time off during your PDL.
- Your employer may require you or you may choose to use any available sick leave during your PDL.
- Your employer is required to continue your group health coverage during your PDL at the same level and under the same conditions that coverage would have been provided if you had continued in employment continuously for the duration of your leave.

DFEH 690F-ENG
REV. 06/2017

Unemployment Ins.

Employment Development Department
Notice to Employers
Unemployment Insurance Benefits

This employer is registered under the California Unemployment Insurance Code and is reporting wage credits to the Employment Development Department (EDD) that are being accumulated for you to be used as a basis for Unemployment Insurance benefits.

You may be eligible to receive Unemployment Insurance benefits if you are:

- Unemployed or working less than full-time.
- and
- Out of work due to no fault of your own and physically able to work, ready to accept work, and looking for work.

Employers of Educational Institutions:

Unemployment Insurance benefits based on wages earned while employed by a public or nonprofit educational institution may not be paid during a school recess period if the employee has reasonable assurance of returning to work at the end of the school recess period (California Unemployment Insurance Code section 1253.3). Benefits based on any other covered employment may be payable during recess periods if the unemployed individual is in all other respects eligible, and the wages earned in other covered employment are sufficient to establish an Unemployment Insurance claim after excluding wages earned from a public or nonprofit educational institution(s).

EDD representatives are available Monday through Friday between 8 a.m. and 12 noon (Pacific Time).
DE 1857/Rev. 11/17-18 (INTERNET)

REV. 07/2018

Emergency

Department of Industrial Relations - CAL/OSHA
Emergency Contact Information

EMERGENCY

AMBUULANCE: _____ Posting is required by Title 8 Section 1512 (a), California Code of Regulations

FIRE - RESCUE: _____

HOSPITAL: _____

PHYSICIAN: _____

ALTERNATE: _____

POLICE: _____

CALVISTA: _____

STATE OF CALIFORNIA
DEPARTMENT OF INDUSTRIAL RELATIONS
CAL/OSHA PUBLICATIONS
P.O. Box 420603
SAN FRANCISCO, CA 94142-0603

REV. 03/1990

Department of Industrial Relations - Division of Workers' Compensation
Notice to Employers - Injuries Caused by Work

You may be entitled to workers' compensation benefits if you are injured or become ill because of your job. Workers' compensation covers most work-related physical or mental injuries and illnesses. An injury or illness can be caused by one event (such as hitting your back in a fall) or by repeated exposures (such as hitting your back from doing the same motion over and over).

Benefits: Workers' compensation benefits include:

- Medical Care:** Doctor visits, hospital services, physical therapy, lab tests, x-rays, medicines, medical equipment and prosthetics, physical therapy and occupational therapy visits.
- Temporary Disability (TD) Benefits:** Payments if you lose wages while recovering. For most injuries, TD benefits may not be paid for more than 104 weeks within five years from the date of injury.
- Permanent Disability (PD) Benefits:** Payments if you do not recover completely and your injury causes a permanent loss of physical or mental function that a doctor can measure.
- Supplemental Job Displacement Benefits:** A nontransferable voucher, if you are injured on or after 1/1/2004, your injury causes permanent disability, and your employer does not offer you retraining, modified, or alternative work.
- Death Benefits:** Pay for your dependents if you die from a work-related injury or illness.

Reporting Your Injury: Report the injury immediately to your supervisor or to an employer representative. Don't delay. There are time limits. If you work too long you may lose your right to benefits. Your employer is required to provide you with a claim form within one working day after learning about your injury. Within one working day after you file a claim form, your employer or claims administrator must authorize the provision of all treatment, up to ten thousand dollars, consistent with the applicable treatment guidelines, for your alleged injury until the claim is accepted or rejected.

See Your Primary Treating Physician (PTP): This is the doctor with overall responsibility for treating your injury or illness.

- If you predesignated your primary physician as a medical group, you may see your personal physician or the medical group after you are injured.
- If your employer is using a medical provider network (MPN) or a health care organization (HCO), in most cases you will be treated within the MPN or HCO unless you predesignated a personal physician or medical group. An MPN is a group of physicians and health care providers who provide treatment to workers injured on the job. You should receive information from your employer if you are covered by an HCO or a MPN. Contact your employer for more information.
- If your employer is not using an MPN or HCO, in most cases the claims administrator can choose the doctor who first treats your injury when you are injured, unless you predesignated a personal physician or medical group.

SEPARABILITY

If the applicable provision of this Order, or any sections, subsections, subdivisions, sentences, clause, phrase, word or portion of this Order should be held invalid, unconstitutional, unenforceable, or prohibited by statute, the remaining provisions thereof shall not be affected thereby, but shall continue to be given full force and effect as if the part to be held invalid or unconstitutional had not been included therein.

AMENDED PROVISIONS

This Order amends the minimum wage and meals and lodging credits in MW-2017, as well as in the IWC's industry and occupation orders. See Sections 1-15, Section 4 and 10, and Order 16, Secs. 1 and 5. This Order makes no other changes to the IWC's industry and occupation orders.

These Amendments to the Wage Orders shall be in effect as January 1, 2019.

Questions about enforcement should be directed to the Labor Commissioner's Office. For the address and telephone number of the office nearest you, information can be found on the internet at <http://www.dir.ca.gov/OLSE/dhsa.html> or under a search for "California Labor Commissioner's Office" on the internet or on other directories. The Labor Commissioner has offices in the following cities: Bakersfield, Chico, Fresno, Long Beach, Los Angeles, Oakland, Redding, Sacramento, Salinas, San Bernardino, San Diego, San Francisco, San Jose, Santa Ana, Santa Barbara, Santa Rosa, Stockton, and Van Nuys.

PAID SICK LEAVE

Division of Labor Standards Enforcement, Office of the Labor Commissioner
THIS POSTER MUST BE DISPLAYED WHERE EMPLOYEES CAN EASILY READ IT
(Poster may be printed on 11" x 17" letter size paper)

HEALTHY WORKPLACES/HEALTHY FAMILIES ACT OF 2014
PAID SICK LEAVE

Entitlement:

- An employee who, on or after July 1, 2015, works in California for 30 or more days within a year from the beginning of the calendar year has the right to accrue paid sick leave.
- Each employer shall accrue at the rate of one hour per every 30 hours worked, paid at the employee's regular wage rate. Accrual shall begin on the first day of employment, paid at 2015, whichever is later.
- Accrued paid sick leave shall carry over to the following year of employment and may be capped at 48 hours or six days. However, subject to specified conditions, if an employer has a paid sick leave, paid leave or paid time off policy (PTO) that provides no less than 24 hours or three days of paid leave or paid time off, an accrual of pay or required if the full amount of leave is received at the beginning of each year in accordance with the policy.

Usage:

- An employee may use accrued paid sick days beginning on the 90th day of employment.

REV. 01/01/2016

Leave

The Department of Fair Employment and Housing
Family Care and Medical Leave (CFRA Leave) and Pregnancy Disability Leave

Under the California Family Rights Act of 1993 (CFRA), if you have more than 12 months of service with us and have worked at least 1,250 hours in the 12-month period before the date you want to begin your leave, you may have a right to family care or medical leave (CFRA leave). This leave may be up to 12 workweeks in a 12-month period for the birth, adoption, or foster care placement of your child or for your own serious health condition or that of your child, parent or spouse. While the law provides only unpaid leave, employees may choose or employers may require use of accrued paid leave while taking CFRA leave under certain circumstances.

Even if you are eligible for CFRA leave, if you are disabled by pregnancy, childbirth or a related medical condition, you are entitled to take a pregnancy disability leave for up to four months, depending on your periods of actual disability. If you are eligible for both CFRA leave and pregnancy disability leave and CFRA leave for reason of the birth of your child, both leaves cannot be taken at the same time.

Taking a family care or pregnancy disability leave may impact certain of your benefits and your seniority date. If you want more information regarding your eligibility for a leave and/or the impact of the leave on your seniority and benefits, please contact DFLSH 09F-2010

REV. 05/2017

UI, DI, PFL

Employment Development Department
Notice to Employers:

THIS EMPLOYER IS REGISTERED WITH THE EMPLOYMENT DEVELOPMENT DEPARTMENT (EDD) AS REQUIRED BY THE CALIFORNIA UNEMPLOYMENT INSURANCE CODE AND IS REPORTING WAGE CREDITS TO THE EDD THAT ARE BEING ACCUMULATED FOR YOU TO BE USED AS A BASIS FOR:

- UI - Unemployment Insurance**
Your employer maintains an approved Workforce Plan for coverage, contact your employer for assistance. For more information about UI, visit www.edd.ca.gov/UI/disability or call 1-800-480-3287. State government employers should call 1-866-552-7675. TTY (for deaf or hearing-impaired individuals only) is available at 1-800-563-2441.
- PFL - Paid Family Leave**
(funded entirely by employer's contributions)
Paid Family Leave (PFL) is funded by employers' contributions and provides partial wage replacement benefits to eligible Californians who need time off to care for seriously ill family member, parent, parent-in-law, grandparent, grandchild, sibling, spouse, or registered domestic partner. Benefits are also available to parents who need time off to bond with a new child entering the family by birth, adoption, or foster care placement. Your employer must provide the Paid Family Leave, DE 2511 form, to newly hired employees and to each employee who is taking time off work to care for a seriously ill family member or to bond with a new child.

How to file a New PFL Claim

Use one of the following methods:

- Online:** SUI Online is the fastest and most convenient way to file your claim. Visit www.edd.ca.gov/SUI Online to get started.
- Mail:** To file a claim with the EDD by mail, complete and submit a Claim for Paid Family Leave (PFL) Benefits, DE 2501 form. You can obtain a paper claim form from your employer's HR department, or contact the State Disability Insurance office, online at www.edd.ca.gov/Forms, or by calling 1-877-238-4373.

Note: Your employer maintains an approved Workforce Plan PFL coverage, contact your employer for assistance. For more information about PFL, visit www.edd.ca.gov/disability or call 1-877-238-4373. TTY (for deaf or hearing-impaired individuals only) is available at 1-800-445-1312.

Note: Some employers may be exempt from coverage by the above insurance programs. It is illegal to make a false statement or to withhold facts to claim benefits. For additional general information, visit the EDD website at www.edd.ca.gov.

DE 1874 Rev. 04/15-18 (INTERNET) G 88/CCU

Transgender Rights

The Department of Fair Employment and Housing
Transgender Rights in the Workplace

WHAT DOES "TRANSGENDER" MEAN?

Transgender is a term used to describe people whose gender identity differs from the sex they were assigned at birth. In addition, where transgender is a term used to describe people whose gender identity differs from the sex they were assigned at birth, gender expression is defined by the way a person's gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth. Gender identity and gender expression are protected characteristics under the Fair Employment and Housing Act. That means that employer, housing providers, and businesses may not discriminate against someone because they identify as transgender or gender non-conforming. This includes the stereotype that someone is transgender or gender non-conforming.

WHAT IS A GENDER TRANSITION?

- "Sexual transition" involves a process of socially aligning one's gender with the internal sense of self (e.g., changes in name and pronoun, bathroom facility usage, participation in activities like sports teams).
- "Physical transition" refers to medical treatments an individual may undergo to physically align their body with internal sense of self (e.g., hormone therapy or surgical procedures).

A person does not need to complete any step in a gender transition in order to be protected by the law. An employer may not condition its treatment or accommodation of a transiting employee upon completion of a particular step in a gender transition.

FAQ FOR EMPLOYERS

What is an employer allowed to ask? Employers may ask about an employee's employment history, and may ask for personal references, in addition to other non-discriminatory questions. An interviewer should not be obligated to detect a person's gender identity, including asking about their marital status, spouse's name, or relatives of household members to another. Employers should not ask questions about a person's body or whether they plan to have surgery.

How are employer's transgender dress codes and grooming standards? An employer who requires a dress code must enforce it in a non-discriminatory manner. This means that unless an employer can demonstrate business necessity, each employee must be allowed to dress in accordance with their gender identity and gender expression. Transgender or gender non-conforming employees may not be held to any different standards of dress or grooming than any other employee.

What are the obligations of employers when it comes to bathrooms, showers, and locker rooms? All employees have a right to safe and appropriate restroom and locker room facilities. This includes the right to use a restroom or locker room that corresponds to their gender identity.

DFEH 690F-ENG
REV. 11/2017

Vote

Secretary of State
Time Off to Vote

POLLS ARE OPEN FROM 7:00 A.M. TO 8:00 P.M. EACH ELECTION DAY.

If you are scheduled to be at work during that time, you will not have sufficient time outside of working hours to vote at a statewide election. California law allows you to take up to two hours off of work, without losing any pay.

You may take as much time as you need that day, but only two hours of that time will be paid.

Your time off for voting can be only at the beginning or end of your regular work shift, whichever allows the most free time for voting and the least time off from your regular working shift, unless you make another arrangement with your employer.

If three working days before the election you think you will need time off of work, you must notify your employer at least two working days prior to the election.

CALIFORNIA ELECTIONS CODE SECTION 14000
REV. 05/2018

Department of Industrial Relations - CAL/OSHA
Safety and Health Protection on the Job

California law provides workplace safety and health protections for workers through regulations enforced by the Division of Occupational Safety and Health (CAL/OSHA). This poster explains some basic requirements and procedures to comply with the state's workplace safety and health standards and orders. The law requires that this poster be displayed. Failure to do so could result in a substantial penalty. CAL/OSHA standards can be found at www.dir.ca.gov/samples/search/query.htm.

WHAT AN EMPLOYER MUST DO:

All employers must provide work and workplaces that are safe and healthful. In other words, as an employer, you must follow state laws governing job safety and health. Failure to do so can result in a threat to the life or health of workers, and substantial monetary penalties.

You must display this poster in a conspicuous place where notices to employees are customarily posted to everyone on the job who can be aware of basic rights and responsibilities.

You must have a written and effective injury and illness Prevention Program (IIPP) meeting the requirements of California Code of Regulations, Title 8, Section 2003 (www.dir.ca.gov/OSHA/2003.html). You must be aware of hazards your employees face on the job and keep records showing that each employee has been trained in the hazards unique to each job assignment.

You must correct any hazardous condition that you know may result in injury to employees. Failure to do so could result in criminal charges, monetary penalties, and even incarceration.

You must notify your local CAL/OSHA district office of any serious injury or illness, or death, occurring on the job. Be sure to do this immediately after calling for emergency help to assist the injured employee. Failure to report a serious injury or illness, or death, within 8 hours can result in a minimum civil penalty of \$5,000.

WHAT AN EMPLOYER MUST NEVER DO:

Never permit an employer to do work that violates CAL/OSHA workplace safety and health regulations. Never allow an employee to be exposed to harmful substances without providing adequate protection. Never permit an untrained employee to perform hazardous work.

EMPLOYEES HAVE CERTAIN WORKPLACE SAFETY & HEALTH RIGHTS:

As an employee, you (or someone acting for you) have the right to file a confidential complaint and request an inspection of your workplace if you believe conditions there are unsafe or unhealthful. This is done by contacting the local CAL/OSHA district office (see list of offices). Your name is not revealed by CAL/OSHA, unless you request otherwise.

You also have the right to bring unsafe or unhealthful conditions to the attention of the CAL/OSHA investigator inspecting your workplace.

Any employee has the right to refuse to perform work that would violate an occupational safety or health standard or order where such violation would create a real and apparent hazard to the employee or other employees.

You may not be fired or punished in any way for filing a complaint about unsafe or unhealthful working conditions, or for otherwise exercising your rights to a safe and healthful workplace. If you feel that you have been fired or punished for exercising your rights, you may file a complaint about this type of discrimination by contacting the nearest office of the California Department of Industrial Relations, Division of Labor Standards Enforcement (Labor Commissioner's Office) or the San Francisco office of the U.S. Department of Labor, Occupational Safety and Health Administration. (Employees of state or local government agencies may file these complaints with the California Labor Commissioner's Office.) Consult your local telephone directory for the office nearest you.

EMPLOYEES ALSO HAVE RESPONSIBILITIES:

To keep the workplace and your coworkers safe, you should tell your employer about any hazard that could result in an injury or illness to an employee.

While working, you must always obey state workplace safety and health laws.

For additional information you may contact your employer or the local office of the Labor Commissioner. Locate that office by looking at the list of offices on our website <http://www.dir.ca.gov/OSHA/Offices.htm> using the alphabetical listing of cities, locations, and communities. Staff is available in person and by telephone.

DLSL Paid Sick Leave Posting
REV. 11/2014

Call the FREE Work Information Helpline - (866) 924-9757

DIVISION OF OCCUPATIONAL SAFETY AND HEALTH (CAL/OSHA)
HEADQUARTERS: 1515 Clay Street, Ste. 1901, Oakland, CA 94612 - Telephone (510) 286-7000

District Offices	Address	Phone
American Canyon	3419 Broadway St., Ste. H8, American Canyon 94903	(707) 649-3700
Bakersfield	7718 Meany Ave., Bakersfield 93308	(661) 588-6400
Foster City	1065 East Hillside Blvd., Ste. 110, Foster City 94040	(650) 573-3812
Fremont	3914 Civic Center, Ste. 310, Fremont 94538	(510) 794-2521
Fresno	2550 Mariposa St., Ste. 4000, Fresno 93721	(559) 445-5302
Long Beach	3239 Atlantic Ave., Ste. 212, Long Beach 90807	(562) 596-0810
Los Angeles	202 West Fourth St., Rm. 320, Los Angeles 90013	(213) 276-4745
Modesto	4206 Technology Dr., Ste. 319, Modesto 95356	(209) 245-0310
Monrovia	800 Royal Oaks Dr., Ste. 103, Monrovia 91016	(626) 239-6769
Oakland	1515 Clay St., Ste. 1303, Box 41, Oakland 94612	(510) 622-4216
Redding	381 Hemetted Dr., Redding 96002	(530) 240-2793
Sacramento	2624 Arden Way, Ste. 160, Sacramento 95825	(916) 263-2800
San Bernardino	464 West Fourth St., Ste. 332, San Bernardino 92401	(909) 383-6201
San Diego	7575 Metropolitan Dr., Ste. 200, San Diego 92108	(619) 767-2280
San Francisco	455 Golden Gate Ave., Rm. 9516, San Francisco 94102	(415) 557-4300
Santa Ana	2000 E. Madaden Ave., Ste. 122, Santa Ana 92705	(714) 558-4651
Van Nuys	6150 Van Nuys Blvd., Ste. 405, Van Nuys 91401	(818) 901-5403

Regional Offices

San Francisco	455 Golden Gate Ave., Rm. 9516, San Francisco 94102	(415) 557-4300
Sacramento	2624 Arden Way, Ste. 300, Sacramento 95825	(916) 263-2800
Santa Ana	2000 E. Madaden Ave., Ste. 119, Santa Ana 92705	(714) 558-4300
Monrovia	700 Royal Oaks Dr., Ste. 105, Monrovia 91016	(626) 470-9122

CAL OSHA Consultation Services

Field Area Offices	Address	Phone
Fresno / Central Valley	2550 Mariposa Mall, Rm. 2005, Fresno 93721	(559) 445-6800
Palma / Los Angeles / Orange County	1 Centerville Dr., Ste. 150, La Palma 90623	(714) 562-5225
Oakland / Bay Area	1515 Clay St., Ste. 1303, Oakland 94612	(510) 622-2891
San Bernardino / Northern CA	2624 Arden Way, Ste. 410, Sacramento 95825	(916) 263-4704
San Bernardino	464 West Fourth St., Ste. 339, San Bernardino 92401	(909) 383-6201
San Diego / Imperial County	7575 Metropolitan Dr., Ste. 204, San Diego 92108	(619) 767-2064
San Fernando Valley	6150 Van Nuys Blvd., Ste. 307, Van Nuys 91401	(818) 901-5750
Consultation Region Office	Fresno	(559) 445-6800

Enforcement of CAL/OSHA workplace safety and health standards is carried out by the Division of Occupational Safety and Health, under the California Department of Industrial Relations, which has primary responsibility for administering the CAL/OSHA program. Safety and health standards are promulgated by the Occupational Safety and Health Standards Board. Anyone desiring to register a complaint alleging inadequacy in the administration of the California Occupational Safety and Health Plan may do so by contacting the San Francisco Regional Office of the Occupational Safety and Health Administration (OSHA), U.S. Department of Labor, (415) 625-2547. OSHA monitors the operation of state plans to assure that continued approval is merited.

REV. 10/2017

Payday

Department of Industrial Relations - Division of Labor Standards Enforcement
Payday Notice

REGULAR PAYDAYS FOR EMPLOYEES OF _____ (FIRM NAME)

SMALL AS FOLLOWS:

THIS IS IN ACCORDANCE WITH SECTIONS 204, 204.2, 204.208, 205, AND 205.5 OF THE CALIFORNIA LABOR CODE

BY _____

TITLE _____

DLS# _____

PLEASE POST

FOR MORE INFORMATION

Department of Fair Employment and Housing
Toll Free: (800) 884-1684
TTY: (800) 700-2320
Online: www.dirb.ca.gov

DFEH 691F-ENG
Facebook, Twitter, YouTube

TWO ways to verify poster compliance!

ENTER JJKeller.com/PLevery
Enter: 44024-012019

To update your employment law posters contact J. J. Keller & Associates, Inc. **JKeller.com/employmentlaw**
800-327-6868

REV. 06/2002

REV. 11/2017

This poster is in compliance with state posting requirements.

WHISTLEBLOWERS ARE PROTECTED

It is the public policy of the State of California to encourage employees to notify an appropriate government or law enforcement agency, person with authority over the employee, or another employee with authority to investigate, discover, or correct the violation or noncompliance, and to provide information to and testify before a public body conducting an investigation, hearing or inquiry, when they have reason to believe their employer is violating a state or federal statute, or violating or not complying with a local, state or federal rule or regulation.

Who is protected?

Pursuant to California Labor Code Section 1102.5, employees are the protected class of individuals. "Employee" means any person employed by an employer, private or public, including, but not limited to, individuals employed by the state or any subdivision thereof, any county, city, city and county, including any charter city or county, and any school district, community college district, municipal or public corporation, political subdivision, or the University of California. (California Labor Code Section 1106)

What is a whistleblower?

A "whistleblower" is an employee who discloses information to a government or law enforcement agency, person with authority over the employee, or to another employee with authority to investigate, discover, or correct the violation or noncompliance, or who provides information to or testifies before a public body conducting an investigation, hearing or inquiry, where the employee has reasonable cause to believe that the information discloses:

- A violation of a state or federal statute,
- A violation or noncompliance with a local, state or federal rule or regulation, or
- With reference to employee safety or health, unsafe working conditions or work practices in the employee's employment or place of employment.

A whistleblower can also be an employee who refuses to participate in an activity that would result in a violation of a state or federal statute, or a violation or noncompliance with a local, state or federal rule or regulation.

What protections are afforded to whistleblowers?

- An employer may not make, adopt, or enforce any rule, regulation, or policy preventing an employee from being a whistleblower.
- An employer may not retaliate against an employee who is a whistleblower.
- An employer may not retaliate against an employee for refusing to participate in an activity that would result in a violation of a state or federal statute, or a violation or noncompliance with a state or federal rule or regulation.
- An employer may not retaliate against an employee for having exercised his or her rights as a whistleblower in any former employment.

Under California Labor Code Section 1102.5, if an employer retaliates against a whistleblower, the employer may be required to reinstate the employee's employment and work benefits, pay lost wages, and take other steps necessary to comply with the law.

How to report improper acts

If you have information regarding possible violations of state or federal statutes, rules, or regulations, or violations of fiduciary responsibility by a corporation or limited liability company to its shareholders, investors, or employees, call the California State Attorney General's Whistleblower Hotline at 1-800-952-5225. The Attorney General will refer your call to the appropriate government authority for review and possible investigation.

Discrimination

The Department of Fair Employment and Housing
California Law Prohibits Workplace Discrimination and Harassment

THE CALIFORNIA EMPLOYMENT AND HOUSING (FEHE) EMPLOYERS LAWS THAT PROTECT YOU FROM ILLEGAL DISCRIMINATION AND HARASSMENT IN EMPLOYMENT BASED ON YOUR ACTUAL OR PERCEIVED:

- ANCESTRY
- AGE (40 and above)
- COLOR
- DISABILITY (physical and mental, including HIV and AIDS)
- GENETIC INFORMATION
- GENDER IDENTITY, GENDER EXPRESSION
- MARITAL STATUS
- MEDICAL CONDITION (genetic characteristics, cancer or a record of or history of cancer)
- NATIONAL ORIGIN (includes language, ancestry and possession of a driver's license issued to persons unable to prove their presence in the United States is authorized under federal law)
- RACE
- SEX (includes pregnancy, childbirth, breastfeeding and postpartum conditions)
- SEXUAL ORIENTATION

THE CALIFORNIA EMPLOYMENT AND HOUSING ACT (GOVERNMENT CODE SECTIONS 12900 THROUGH 12999) AND ITS IMPLEMENTING REGULATIONS (CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTIONS 10000 THROUGH 11141):

- Prohibit harassment of employees, applicants, unpaid interns, volunteers, and independent contractors by any persons and require employers to take all reasonable steps to prevent harassment. This includes a prohibition against sexual harassment, gender harassment, harassment based on pregnancy, childbirth, breastfeeding and/or related medical conditions, as well as harassment based on all other characteristics listed above.
- Require that an employer provide information to each of their employees on the nature, illegal, and legal remedies that apply to sexual harassment. Employers may either develop their own publications, which must meet standards set forth in California Code of Regulations section 12950, or use a brochure from DFEH.
- Require employers with 50 or more employees and all public entities to provide a training for all employees regarding the prevention of sexual harassment, including harassment based on gender identity, gender expression, and sexual orientation.
- Prohibit employers from limiting or prohibiting the use of any language in any workplace unless justified by business operations. This employer must notify employees of their language restriction and consequences for violation. Also prohibits employers from discriminating against an applicant or employee because they possess a driver's license issued to a person who is unable to prove that their presence in the United States is authorized under federal law.
- Require employers to reasonably accommodate an employee, unpaid intern, or job applicant's religious beliefs and practices, including the wearing or carrying of religious clothing, jewelry or artifacts, and hair styles, facial hair, or body hair, which are part of an individual's observance of their religious beliefs.
- Require employers to reasonably accommodate employees or job applicants with disabilities to enable them to perform the essential functions of a job.
- Permit job applicants, unpaid interns, volunteers, and employees to file complaints with DFEH against an employer, employment agency, or labor union in full to grant equal employment as required by law.
- Prohibit discrimination against job applicants, unpaid interns, or employees in hiring, promotions, assignments, termination, or any term, condition, or privilege of employment.
- Require employers to provide reasonable accommodations requested by an employee, on the advice of their health care provider, related to their pregnancy, childbirth, or a related medical condition.
- Require employers of 20 or more persons to provide eligible employees to take up to 12 weeks leave in a 12-month period for the birth of a child or the placement of a child for adoption or foster care; also require employers of 50 or more persons to allow eligible employees to take up to 14 weeks leave in a 12-month period for an employee's own serious health condition or to care for a parent, spouse, or child with a serious health condition.
- Require employers to allow applicants equal to all applicants equally, unless discriminatory job orders, and prohibit employers and employees from making discriminatory or giving inquiries or publishing help-wanted advertisements that express a discriminatory hiring preference.
- Prohibit actions from discriminating in member admissions or discharging members to jobs.
- Prohibit retaliation against a person who opposes, reports, or assists another person to oppose unlawful discrimination.

FILING A COMPLAINT

The law provides for remedies for individuals who experience prohibited discrimination or harassment in