

LABOR LAWS

Since 1953

FEDERAL

WASHINGTON

EMPLOYEE RIGHTS UNDER THE FAIR LABOR STANDARDS ACT FEDERAL MINIMUM WAGE used by the employee to express breast milk. **\$7.25 PER HOUR**

BEGINNING JULY 24, 2009

The law requires employers to display this poster where employees can readily see it.

OVERTIME PAY

FED

At least 1½ times the regular rate of pay for all hours worked over 40 in a workweek.

CHILD LABOR

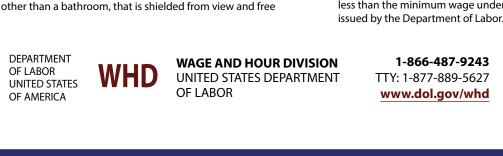
An employee must be at least 16 years old to work in most non-farm jobs and at least 18 to work in non-farm jobs declared hazardous by the Secretary of Labor. Youths 14 and 15 years old may work outside school hours in various nonmanufacturing, non-mining, non-hazardous jobs with certain work hours restrictions. Different rules apply in agricultural employment.

TIP CREDIT

Employers of "tipped employees" who meet certain conditions may claim a partial wage credit based on tips received by their employees. Employers must pay tipped employees a cash wage of at least \$2.13 per hour if they claim a tip credit against their minimum wage obligation. If an employee's tips combined with the employer's cash wage of at least \$2.13 per hour do not equal the minimum hourly wage, the employer must make up the difference.

NURSING MOTHERS

The FLSA requires employers to provide reasonable break time for a nursing mother employee who is subject to the FLSA's overtime requirements in order for the employee to express breast milk for her nursing child for one year after the child's birth each time such employee has a need to express breast milk. Employers are also required to provide a place,



WA **Department of Labor & Industries**

Announcement

2023 minimum wage:

\$15.74 per hour

Washington's minimum wage will be \$15.74 per hour beginning Jan. 1, 2023. Workers who are 14 or 15 years old may be paid 85% of the adult minimum wage, or \$13.38 per hour. For more information about Washington's minimum wage law, see the required workplace poster Your Rights as a Worker or visit www.Lni.wa.gov/workers-rights.

from intrusion from coworkers and the public, which may be The U.S. Equal Employment Opportunity Commission (EEOC) enforces Federal laws that protect you from

ENFORCEMENT

The Department has authority to recover back wages and an equal amount in liquidated damages in instances of minimum wage, overtime, and other violations. The Department may litigate and/or recommend criminal prosecution. Employers may be assessed civil money penalties for each willful or repeated violation of the minimum wage or overtime pay provisions of the law. Civil money penalties may also be assessed for violations of the FLSA's child labor provisions. Heightened civil money penalties may be assessed for each child labor violation that results in the death or serious injury of any minor employee, and such assessments may be doubled when the violations

are determined to be willful or repeated. The law also prohibits retaliating against or discharging workers who file a complaint or participate in any proceeding under the FLSA.

ADDITIONAL INFORMATION

- Certain occupations and establishments are exempt from the minimum wage, and/or overtime pay provisions
- Special provisions apply to workers in American Samoa, the Commonwealth of the Northern Mariana Islands, and the Commonwealth of Puerto Rico.

Some state laws provide greater employee protections; employers must comply with both.

or purchase, use, or disclosure of genetic tests, genetic Some employers incorrectly classify workers as services, or family medical history "independent contractors" when they are actually Retaliation for filing a charge, reasonably opposing employees under the FLSA. It is important to know discrimination, or participating in a discrimination lawsuit, the difference between the two because employees investigation, or proceeding (unless exempt) are entitled to the FLSA's minimum What Employment Practices can be Challenged as wage and overtime pay protections and correctly

Discriminatory? classified independent contractors are not. All aspects of employment, including: Discharge, firing, or lay-off

FED

Who is Protected?

union

Unions

Race

Color

Religion

Disability

National origin

Age (40 and older)

orientation, or gender identity)

job, the EEOC may be able to help.

temporary employees

What Organizations are Covered?

Most private employers

Staffing agencies

Job applicants

Employees (current and former), including managers and

Union members and applicants for membership in a

State and local governments (as employers)

What Types of Employment Discrimination are Illegal?

you, regardless of your immigration status, on the bases of:

Under the EFOC's laws, an employer may not discriminate against

Sex (including pregnancy and related conditions, sexual

Genetic information (including employer requests for,

Harassment (including unwelcome verbal or physical

Educational institutions (as employers)

Certain full-time students, student learners, apprentices, and workers with disabilities may be paid less than the minimum wage under special certificates

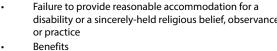
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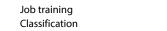
REV. 07/2016

FY23-127

Hiring or promotion Assianment Pay (unequal wages or compensation)

conduct)





Referral Obtaining or disclosing genetic information of employees

Requesting or disclosing medical information of employees Conduct that might reasonably discourage someone from opposing discrimination, filing a charge, or participating

What can You Do if You Believe Discrimination has **Occurred**? Contact the EEOC promptly if you suspect discrimination. Do not

delay, because there are strict time limits for filing a charge of discrimination (180 or 300 days, depending on where you live/ work). You can reach the EEOC in any of the following ways: an inquiry through the EEOC's public portal:

https://publicportal.eeoc.gov/Portal/Login.aspx Call 1-800-669-4000 (toll free)

1-800-669-6820 (TTY) 1-844-234-5122 (ASL vie

Race, Color, Religion, Sex, Sexual Orientation, Gender Identity, National Origin

Executive Order 11246, as amended, prohibits employment discrimination by Federal contractors based on race, color, religion, sex, sexual orientation, gender identity, or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment.

U.S. Equal Employment Opportunity Commission

Know Your Rights: Workplace Discrimination is Illegal

discrimination in employment. If you believe you've been discriminated against at work or in applying for a

Asking About, Disclosing, or Discussing Pay Executive Order 11246, as amended, protects applicants and employees of Federal contractors from discrimination based on inquiring about, disclosing, or discussing their compensation or the compensation of other applicants or employees. Disability

Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals with disabilities from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment by Federal contractors. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise gualified individual with a disability who is an applicant or employee, barring undue hardship to the employer. Section 503 also requires that Federal contractors take affirmative action to employ and advance in employment gualified individuals with disabilities at all levels of employment, including the executive level.

Protected Veteran Status

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, prohibits employment discrimination against, and requires affirmative action to recruit, employ, and advance in employment, disabled veterans, recently separated veterans (i.e., within three years of discharge or release from active duty), active duty wartime or campaign badge veterans, or Armed Forces service medal veterans. Retaliation

Retaliation is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination by Federal contractors under these Federal laws. Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations under OFCCP's authorities should contact immediately:

The Office of Federal Contract Compliance Programs (OFCCP)

U.S. Department of Labor

200 Constitution Avenue, N.W. Washington, D.C. 20210 1-800-397-6251 (toll-free)

If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services. OFCCP may also be contacted by submitting a guestion online to OFCCP's Help Desk at https://ofccphelpdesk.dol.gov/s/, or by calling an OFCCP regional or district office, listed in most telephone directories under U.S. Government, Department of Labor and on OFCCP's "Contact Us" webpage at

PROGRAMS OR ACTIVITIES RECEIVING FEDERAL FINANCIAL ASSISTANCE

Race, Color, National Origin, Sex

In addition to the protections of Title VII of the Civil Rights Act of 1964, as amended, Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color or national origin in programs or activities receiving Federal

Title VI if the primary objective of the financial assistance is

provision of employment, or where employment discrimination

causes or may cause discrimination in providing services under

such programs. Title IX of the Education Amendments of 1972

educational programs or activities which receive Federal financial

prohibits employment discrimination on the basis of sex in

EMPLOYEE RIGHTS EMPLOYEE POLYGRAPH PROTECTION ACT

The Employee Polygraph Protection Act prohibits most private employers from using lie detector tests either for pre-employment screening or during the course of employment.

PROHIBITIONS

FED

Employers are generally prohibited from requiring or requesting any employee or job applicant to take a lie detector test, and from discharging, disciplining, or discriminating against an employee or prospective employee for refusing to take a test or for exercising other rights under the Act.

EXEMPTIONS

FED

schedule.

and conditions.

LEAVE ENTITLEMENTS

placement);

health condition;

BENEFITS & PROTECTIONS

Federal, State and local governments are not affected by the law. Also, the law does not apply to tests given by the Federal Government to certain private individuals engaged in national security-related activities.

The Act permits polygraph (a kind of lie detector) tests to be administered in the private sector, subject to restrictions, to certain prospective employees of security service firms (armored car, alarm, and guard), and of pharmaceutical manufacturers, distributors and dispensers.

unpaid, job-protected leave in a 12-month period for the following reasons:

employee unable to perform the employee's job;

for the servicemember with a serious injury or illness.

coverage as if the employees were not on leave.

member who is the employee's spouse, child, or parent.

employee must comply with the employer's normal paid leave policies.

The birth of a child or placement of a child for adoption or foster care;

To bond with a child (leave must be taken within 1 year of the child's birth or

To care for the employee's spouse, child, or parent who has a qualifying serious

For the employee's own qualifying serious health condition that makes the

For qualifying exigencies related to the foreign deployment of a military

An eligible employee who is a covered servicemember's spouse, child, parent, or next

of kin may also take up to 26 weeks of FMLA leave in a single 12-month period to care

An employee does not need to use leave in one block. When it is medically necessary

Employees may choose, or an employer may require, use of accrued paid leave while

taking FMLA leave. If an employee substitutes accrued paid leave for FMLA leave, the

While employees are on FMLA leave, employers must continue health insurance

Upon return from FMLA leave, most employees must be restored to the same job or

one nearly identical to it with equivalent pay, benefits, and other employment terms

An employer may not interfere with an individual's FMLA rights or retaliate against

or otherwise permitted, employees may take leave intermittently or on a reduced

The Act also permits polygraph testing, subject to restrictions, of certain employees of private firms who are reasonably suspected of involvement in a workplace incident (theft, embezzlement, etc.) that resulted in economic loss to the employer.

The law does not preempt any provision of any State or local law or any collective bargaining agreement which is more restrictive with respect to lie detector tests.

EXAMINEE RIGHTS

Where polygraph tests are permitted, they are subject to numerous strict standards concerning the conduct and length of the test. Examinees have a number of specific rights, including the right to a written notice before testing, the right to refuse or discontinue a test, and the right not to have test results disclosed to unauthorized persons.

ENFORCEMENT

The Secretary of Labor may bring court actions to restrain violations and assess civil penalties against violators. Employees or job applicants may also bring their own court actions.

THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS POSTER WHERE EMPLOYEES AND JOB APPLICANTS CAN READILY SEE IT.

DEPARTMENT OF LABOR WHD UNITED STATES OF AMERICA

WAGE AND HOUR DIVISION UNITED STATES DEPARTMENT OF LABOR







EMPLOYEE RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT

The United States Department of Labor Wage and Hour Division

- Have at least 1,250 hours of service in the 12 months before taking leave;* and Eligible employees who work for a covered employer can take up to 12 weeks of
 - Work at a location where the employer has at least 50 employees within 75 miles of the employee's worksite.
 - *Special "hours of service" requirements apply to airline flight crew employees.

REQUESTING LEAVE

Generally, employees must give 30-days' advance notice of the need for FMLA leave. If it is not possible to give 30-days' notice, an employee must notify the employer as soon as possible and, generally, follow the employer's usual procedures.

Employees do not have to share a medical diagnosis, but must provide enough information to the employer so it can determine if the leave qualifies for FMLA protection. Sufficient information could include informing an employer that the employee is or will be unable to perform his or her job functions, that a family member cannot perform daily activities, or that hospitalization or continuing medical treatment is necessary. Employees must inform the employer if the need for leave is for a reason for which FMLA leave was previously taken or certified.

Employers can require a certification or periodic recertification supporting the need for leave. If the employer determines that the certification is incomplete, it must provide a written notice indicating what additional information is required.

EMPLOYER RESPONSIBILITIES

Once an employer becomes aware that an employee's need for leave is for a reason that may qualify under the FMLA, the employer must notify the employee if he or she is eligible for FMLA leave and, if eligible, must also provide a notice of rights and responsibilities under the FMLA. If the employee is not eligible, the employer must provide a reason for ineligibility.

Employers must notify its employees if leave will be designated as FMLA leave, and if so, how much leave will be designated as FMLA leave.

ENFORCEMENT

Employees may file a complaint with the U.S. Department of Labor, Wage and Hour

in an investigation or proceeding. https://www.dol.gov/agencies/ofccp/contact.

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.

adverse action against you for discussing wages, filing

a complaint, or exercising other protected rights under

the Equal Pay and Opportunities Act. Employers also

are prohibited from requesting a job applicant's wage

or salary history, except under certain circumstances,

and cannot require an applicant's wage or salary history

meet certain criteria. Job applicants also have the right to

certain salary information if the employer has 15 or more

Teen Corner — Information for Workers

The minimum age for work is generally 14, with

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

to employ teens. This requirement applies to

family members except on family farms. Teens

Teens are required to have authorization forms

signed before they begin working. For summer

employment, parents must sign the Parent

Authorization for Summer Work form. If you

work during the school year, a parent and a

school official must sign the Parent/School

Work hours are limited for teens, with more

Many jobs are not allowed for anyone under 18

restrictions on work hours during school weeks.

In agricultural work, teens of any age get a meal

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

In all other industries, teens who are 16 or 17

more than five hours, and a 10-minute paid

break for each four hours worked. They must

have the rest break at least every three hours.

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

meal period no later than the end of the fourth

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

To find out more about teens in the workplace:

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

must have a 30-minute meal period if working

period of 30 minutes if working more than five

Employers must have a minor work permit

employees. For more information or to file a complaint,

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

do not need a work permit

Authorization form

because they are not safe.

Meal and rest breaks for teens

hours worked.

hours worked.

TeenSafety@Lni.wa.gov

Ages 14-17

Department of Labor & Industries Your Rights as a Worker

It's the law!

WA

Employers must post this notice where employees can read it.

Wage and Overtime Laws Workers must be paid the Washington

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

wage. Employers must pay all tips to employees. Overtime pay is due when working more than 40 hours

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

Workers Need Meal and Rest Breaks

Meal period

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

Breaks

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

Pay Requirements

Regular Payday

Workers must be paid at least once a month on a regularly scheduled payday. Your employer must give you a pay statement showing the number of hours worked, rate of pay, number of piece work units (if piece work), gross pay, the pay period and all deductions taken. For more information regarding authorized deductions,

go to www.Lni.wa.gov/workers-rights/wages/ getting-paid and click on "Paycheck deductions."

Equal Pay and Opportunities Act

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

Leave Laws Paid sick leave

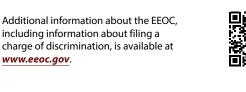
Most workers earn a minimum of one hour of paid sick leave for every 40 hours worked. This leave may be used beginning on the 90th calendar day of employment.

Administered by other agencies Paid Family and Medical Leave: Administered by Washington Employment Security Department.

Washington offers paid family and medical leave

benefits to workers. This insurance program is

an EEOC field office (information at Visit www.eeoc.gov/field-office) E-Mail info@eeoc.gov REV. 09/2022



EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS

The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) enforces the nondiscrimination and affirmative action commitments of companies doing business with the Federal Government. If you are applying for a job with, or are an employee of, a company with a Federal contract or subcontract, you are protected under Federal law from discrimination on the following bases

Individuals with Disabilities Section 504 of the Rehabilitation Act of 1973, as amended. prohibits employment discrimination on the basis of disability in any program or activity which receives Federal financial assistance. Discrimination is prohibited in all aspects of employment against persons with disabilities who, with or without reasonable accommodation, can perform the essential functions of the job.

If you believe you have been discriminated against in a program of any institution which receives Federal financial assistance, you should immediately contact the Federal agency providing such assistance

REV. 10/20/2022

REV. 12/2022

assistance.



Paid time off.

Peace of mind.

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

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

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

You apply for leave with the Employment Security Department and will get partial wage replacement, up to 90 percent of your typical pay, capped at **\$1,427** per week.

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

If you qualify for Paid Family and Medical Leave, your employer cannot prevent you from taking it. Your employer also cannot require you to use other types of leave, such as sick or vacation days, before or after taking Paid Family and Medical Leave. The program is funded by premiums shared between workers and many employers. The premium is 0.8% of your wage. You may pay about 73% of that total, and your employer (if they have 50 or more employees) pays the rest. A calculator to estimate premiums is available on our website

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

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

Employment Security Washington Paid Family & Medical Leave Department WASHINGTON STATE

Notice to Employees

It's the law!

Employers must post this notice where employees can read it.

Every worker is entitled to workers' compensation benefits. You cannot be penalized or discriminated against for filing a claim. For more information, call

toll-free 1-800-547-8367. If a job injury occurs

WA

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

Benefits include: Medical care. Medical expenses resulting from your

workplace injury or disease are covered by the workers' compensation program. **Disability income.** If your work-related medical condition

to partially replace your wages.

be eligible for help in returning to work.

Partial disability benefits. You may be eligible for a

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

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

Report your injury to:

someone for using or trying to use FMLA leave, opposing any practice made unlawful Division, or may bring a private lawsuit against an employer by the FMLA, or being involved in any proceeding under or related to the FMLA. The FMLA does not affect any federal or state law prohibiting discrimination or **ELIGIBILITY REQUIREMENTS** supersede any state or local law or collective bargaining agreement that provides greater family or medical leave rights. An employee who works for a covered employer must meet three criteria in order to

be eligible for FMLA leave. The employee must: Have worked for the employer for at least 12 months;

For additional information or to file a complaint:

WHD DEPARTMENT OF LABOR





HEALTH INSURANCE PROTECTION



U.S. Department of Labor • Wage and Hour Division • WH1420

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

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

REEMPLOYMENT RIGHTS

FED

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

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

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

RIGHT TO BE FREE FROM DISCRIMINATION AND RETALIATION If you

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

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

because of this status.

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

If you leave your job to perform military service, you have the right to elect to continue your existing employer-based health plan coverage for you and your dependents for up to 24 months while in the military. Even if you don't elect to continue coverage during your military service, you have the right to be reinstated in your employer's health plan when you are reemployed, generally without any waiting periods or exclusions (e.g., pre-existing condition exclusions) except for service-connected illnesses or injuries.

ENFORCEMENT

The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate and resolve complaints of USERRA violations

- For assistance in filing a complaint, or for any other information on USERRA, contact VETS at 1-866-4-USA-DOL or visit its website at https://www.dol.gov/agencies/vets/. An interactive online USERRA Advisor can be viewed at https://webapps.dol.gov/elaws/vets/userra.
- If you file a complaint with VETS and VETS is unable to resolve it, you may request that your case be referred to the Department of Justice or the Office of Special Counsel, as applicable, for representation.
- You may also bypass the VETS process and bring a civil action against an employer for violations of USERRA.

The rights listed here may vary depending on the circumstances. The text of this notice was prepared by VETS, and may be viewed on the internet at this address: https://www.dol.gov/agencies/vets/programs/userra/poster Federal law requires employers to notify employees of their rights under USERRA, and employers may meet this requirement by displaying the text of this notice where they customarily place notices for employees.

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

REV. 05/2022

REV. 04/2016

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

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

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



Department of Labor & Industries

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

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

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

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

workers-rights/leave/family-care-act.

Leave for victims of domestic violence, sexual assault or stalking

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

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

PUBLICATION F700-074-000

WA

funded by premiums paid by both employees and nany employers. Workers are allowed to take up to 12 weeks, as needed, when they welcome a new child into their family, are struck by a serious illness or injury, need to take care of an ill or ailing relative, and for certain military connected events. As directed by the Legislature, premium assessment started on Jan. 1, 2019. For more information, see www.paidleave.wa.gov. Pregnancy disability leave: Enforced by the Washington State Human Rights Commission under the Washington State Law Against Discrimination (WLAD). www.hum.wa.gov or 1-800-233-3247

Family and Medical Leave Act: Administered by the U.S. Department of Labor. Eligible employees can enforce their right to protected family and nedical leave under the FMLA by contacting the Department of Labor at www.dol.gov/whd/fmla or 1-866-487-9243.

Contact L&I **Need more information?** Questions about filing a worker rights complaint?

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

About required workplace posters

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



WA

orking, you may be eligible for benefit (Your employer fills in this space.) Vocational assistance. Under certain conditions, you may Helpful phone numbers: Ambulance Fire Police About required workplace posters Go to www.Lni.wa.gov/RequiredPosters to learn more

about workplace posters from L&I and other government agencies

On the Web: www.Lni.wa.gov

Upon request, foreign language support and formats for persons with disabilities are available. Call 1-800-547-8367. TDD users, call 711. L&I is an equal opportunity employer. PUBLICATION F242-191-909 [12-2012]

REV. 12/2012

REV. 07/2019

chiropractic, naturopathic and podiatric physicians; dentists; optometrists; ophthalmologists; physician assistants; and

No one ever deserves to be mistreated.

REV. 10/2021

FOR EXAMPLE, A LABOR UNION CANNOT:

Deny membership or membership rights and

Fail to represent a person in the collective

EMPLOYMENT AGENCIES MAY NOT DISCRIMINATE ON THE

BASIS OF A PROTECTED CLASS

FOR EXAMPLE, AN EMPLOYMENT AGENCY MAY NOT:

Print or circulate any discriminatory statement,

or make discriminatory inquiries in connection

If you have been discriminated against,

please call or go to:

Use discriminatory employment application forms,

Discriminate in classification or referrals for

advertisement, or publication

with prospective employment.



You may be eligible for UNEMPLOYMENT BENEFITS

You must look for work each week that you claim

Visit WorkSource to find all the FREE resources you need to find a job. These include workshops, computers, copiers, phones, fax machines, Internet access, and job listings. Log onto WorkSourceWA.com to find the nearest office.

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

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

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

Employment Security Department WASHINGTON STATE

Employers are legally required to post this notice in a place convenient for employees to read (see RCW 50.20.140).

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

You have the right to:

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

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

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

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

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

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

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

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

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

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

Where to report:

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

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

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

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



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

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

Make any discriminatory inquiries in connection Protected Classes with prospective employment. Use of a service Race animal by a person Color LABOR UNIONS MAY NOT DISCRIMINATE ON THE BASIS with a disability National Origin OF A PROTECTED CLASS.

privileges

Expel from membership

bargaining unit.

employment

State Law Prohibits Discrimination in Employment

Honorably Sex discharged Veteran Creed or Military status Disability—Sensory, Retaliation for filing Mental or Physical a whistleblower HIV, AIDS, and complaint with the Hepatitis C state auditor Age (40 yrs old and

Retaliation for filing older) a nursing home Marital status abuse complaint Pregnancy or Retaliation for maternity opposing an unfair Sexual Orientation

or Gender Identity **PROHIBITED UNFAIR EMPLOYMENT** PRACTICES

practice

AN EMPLOYER OF EIGHT (8) OR MORE EMPLOYEES MAY NOT DISCRIMINATE ON THE BASIS OF A PROTECTED CLASS FOR EXAMPLE, AN EMPLOYER CANNOT: Refuse to hire you or discharge you from

Human trafficking is against the law For victim assistance, call the National Human Trafficking Resource Center at 1-888-373-7888, or the Washington State Office of Crime Victims Advocacy at 1-800-822-1067.

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

can include isolation, emotional abuse, monitoring, controlling finances, or physical and sexual assault. Everyone should be free to make their own choices in relationships. If you are experiencing harm or need advice, call the National Domestic Violence Hotline. You can reach their advocates 24/7/365 to get the support you deserve. No names, no fees, and no judgement. Just help

for in the last 18 months.

Reasons you left each job.

employer.

U.S. citizen.

applicable.

Dates you started and stopped working for each

Your alien registration number if you are not a

Your SF8 and SF50 (if you worked for the Federal

Government in the last 18 months).

Your Washington State ID or License, if

If you were in the military within the last 18 months

we will also ask you to fax or mail us a copy of your

discharge papers (Form DD214 member 4 or higher).

The fastest way to apply is online at esd.wa.gov

If you don't have a home computer, you can access

800-799-SAFE (7233) or 800-787-3224 (TTY).

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