# **Since 1953**

### **EMPLOYEE RIGHTS** UNDER THE FAIR LABOR STANDARDS ACT

### **FEDERAL MINIMUM WAGE \$7.25 PER HOUR BEGINNING JULY 24, 2009**

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

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 **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. The FLSA requires employers to provide reasonable break

time for a nursing employee to express breast milk for their

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

the employee needs to express breast milk. Employers must

provide a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public, which may be used by the employee to express breast milk. OF LABOR

WAGE AND HOUR DIVISION UNITED STATES DEPARTMENT UNITED STATES

**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

**ADDITIONAL INFORMATION** Certain occupations and establishments are exempt from the minimum wage, and/or overtime pay

prohibits retaliating against or discharging workers who file a

complaint or participate in any proceeding under the FLSA.

provisions. Certain narrow exemptions also apply to the pump at work requirements. 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. Some employers incorrectly classify workers as

"independent contractors" when they are actually employees under the FLSA. It is important to know the difference between the two because employees (unless exempt) are entitled to the FLSA's minimum wage and overtime pay protections and correctly classified independent contractors are not. Certain full-time students, student learners, apprentices, and workers with disabilities may be paid less than the minimum wage under special certificates issued by the Department of Labor.

1-866-487-9243 www.dol.gov/agencies/whd



Washington's minimum wage will be \$16.66 per hour beginning Jan. 1, 2025. Workers who are 14 or 15 years old may be paid 85% of the adult minimum wage, or \$14.16 per

For more information about Washington's minimum wage law, see the required workplace poster Your Rights as a Worker or visit **Lni.wa.gov/workers-right** 

FY25-148

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

# WA

WA

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

**Equal Pay and Opportunities Act** 

www.Lni.wa.gov/EqualPay.

14-15 and ages 16-17

not need a work permit

during school weeks

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.

Teens are required to have authorization forms signed before they

Authorization for Summer Work form. If you work during the school year,

Many jobs are not allowed for anyone under 18 because they are not safe.

Work hours are limited for teens, with more restrictions on work hours

In agricultural work, teens of any age get a meal period of 30 minutes if

working more than five hours, and a 10-minute paid break for each four

meal period if working more than five hours, and a 10-minute paid break

for each four hours worked. They must have the rest break at least every

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

In all other industries, teens who are 16 or 17 must have a 30-minute

a parent and a school official must sign the Parent/School Authorization

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

Wage and Overtime Laws

Most workers who are 16 years of age or older must be paid at least the 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

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** 

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

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-

If you are under 18, see "Teen Corner" at right.

**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

For more information regarding authorized deductions, go to

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. 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

for legal or law enforcement assistance, medical treatment, counseling, relocation, neetings with their crime victim advocate, or to protect their safety. Employers are also equired to provide reasonable safety accommodations to victims. For more information, ee 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 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.

### Administered by other agencies Paid Family and Medical Leave: Administered by Washington Employment

Security Department. Washington offers paid family and medical leave benefits to workers. This insurance program is funded by premiums paid by both employees and many employers. Workers are allowed to take up to 12 weeks, as needed, when they welcome a new child into their family, are struck by a serious illness or injury, need to take care of an ill or ailing relative, and for certain military connected events, www.paidleave.wa.go

Pregnancy disability leave: Enforced by the Washington State Human Rights ommission under the Washington State Law Against Discrimination (WLAD). www.hum.wa.gov or 1-800-233-3247 Family and Medical Leave Act: Administered by the U.S. Department of Labor. Eligible employees can enforce their right to protected family and

medical leave under the FMLA by contacting the Department of Labor at

www.Lni.wa.gov/workers-rights

REV. 09/2023

1-866-219-7321, toll-fre

www.Lni.wa.gov/Offices

Contact L&I For more information or assistance



ESgeneral@Lni.wa.gov

Go to www.lni.wa.gov/RequiredPosters to learn more about workplace posters

Human trafficking is against the law

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.

FED

### U.S. Equal Employment Opportunity Commission **Know Your Rights: Workplace Discrimination is Illegal**

The U.S. Equal Employment Opportunity Commission (EEOC) enforces Federal laws that protect you from discrimination in employment. If you believe you've been discriminated against at work or in applying for a job, the EEOC may be able to help. Who is Protected?

Employees (current and former), including managers and temporary employees discrimination on the following bases: Job applicants Union members and applicants for membership in a

What Types of Employment Discrimination are Illegal? Under the EEOC's laws, an employer may not discriminate against you, regardless of your immigration status, on the bases of:

Color Religion National origin Sex (including pregnancy, childbirth, and related medical conditions, sexual orientation, or gender identity)

Age (40 and older) Disability Genetic information (including employer requests for, or purchase, use, or disclosure of genetic tests, genetic services, or family medical history) Retaliation for filing a charge, reasonably opposing discrimination, or participating in a discrimination lawsuit, investigation, or proceeding

Interference, coercion, or threats related to exercising

rights regarding disability discrimination or pregnancy What Organizations are Covered? Most private employers

State and local governments (as employers) Educational institutions (as employers) Unions

Staffing agencies What Employment Practices can be Challenged as **Discriminatory?** All aspects of employment, including: Discharge, firing, or lay-off

Harassment (including unwelcome verbal or physical conduct) Hiring or promotion Assignment

Pay (unequal wages or compensation) Failure to provide reasonable accommodation for a disability; pregnancy, childbirth, or related medical condition; or a sincerely-held religious belief, observance or practice

**Benefits** Job training Classification Referral

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

in an investigation or proceeding Conduct that coerces, intimidates, threatens, or interferes with someone exercising their rights, or someone assisting or encouraging someone else to exercise rights, regarding disability discrimination (including ommodation) or pregnancy accommodation 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/ an inquiry through the EEOC's public portal: https://publicportal.eeoc.gov/Portal/Login.aspx

1-800-669-4000 (toll free) 1-800-669-6820 (TTY) 1-844-234-5122 (ASL video phone) an EEOC field office (information at www.eeoc.gov/field-office) info@eeoc.gov

Additional information about the EEOC.

charge of discrimination, is available at

including information about filing a

Paid time off.

Peace of mind.

Your rights

Learn more and apply at

toll-free 1-800-547-8367.

Benefits include:

compensation program.

What you should do

Lni.wa.gov/FindADoc.)

WA

to partially replace your wages.

be eligible for help in returning to work.

If a job injury occurs

Every worker is entitled to workers' compensation

benefits. You cannot be penalized or discriminated

against for filing a claim. For more information, call

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

**Medical care.** Medical expenses resulting from your

workplace injury or disease are covered by the workers'

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

**Vocational assistance.** Under certain conditions, you may

**Pensions.** Injuries that permanently keep you from returning

Death benefits for survivors. If a worker dies, the surviving spouse or registered domestic partner and/or dependents

Report your injury. If you are injured, no matter how minor

the injury seems, contact the person listed on this poster.

Get medical care. The first time you see a doctor, you may

choose any health-care provider who is qualified to treat

your injury. For ongoing care, you must be treated by a

doctor in the L&I medical network. (Find network providers at

Qualified health-care providers include: medical, osteopathic,

chiropractic, naturopathic and podiatric physicians; dentists;

optometrists; ophthalmologists; physician assistants; and

Abuse is a pattern of behavior that one person uses to

gain power and control over another. These behaviors

can include isolation, emotional abuse, monitoring,

controlling finances, or physical and sexual assault.

Everyone should be free to make their own choices

in relationships. If you are experiencing harm or need

can reach their advocates 24/7/365 to get the support

advice, call the National Domestic Violence Hotline, You

advanced registered nurse practitioners.

Partial disability benefits. You may be eligible for a

monetary award to compensate for the loss of body

to work may qualify you for a disability pension

prevents you from working, you may be eligible for benefits

entitled to workers' compensation benefits

paidleave.wa.gov

WA



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

eligible for up to 12 weeks of Paid Family and Medical Leave. You need to work 820 hours in Washington, or

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

You apply for leave with the Employment Security Department and will get partial wage replacement, up to 90

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

also cannot require you to use other types of leave, such as sick or vacation days, before or after taking Paid Family

premium is 0.92% of your wage. You may pay about 71.52% of that total, and your employer (if they have 50 or more

To file a complaint against your employer about Paid Family and Medical Leave, email or call our Customer Care Team

If you qualify for Paid Family and Medical Leave, your employer cannot prevent you from taking it. Your employer

and Medical Leave. The program is funded by premiums shared between workers and many employers. The

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

about service deficiencies and concerns with the Paid Family and Medical Leave program. Learn more at

Paid Family & Medical Leave

Department of Labor & Industries

**Notice to Employees** 

It's the law!

Employers must post this notice where employees can read it.

dealings with the Department. The Office of the Ombuds investigates, reports on and helps settle complaints

employees) pays the rest. A calculator to estimate premiums is available on our website.

www.paidleaveombuds.wa.gov or call the Ombuds' office at 844-395-6697.

Washington

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

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

claim year expires you can then be eligible for leave again.

percent of your typical pay, capped at \$1,542 per week.

at paidleave@esd.wa.gov or (833) 717-2273.

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

**FEDERAL** 

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. 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 qualified 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 qualified 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 is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination by Federal contractors under

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 question online to OFCCP's Help Desk at https://ofccphelpdesk.dol.gov/s/, or by calling an OFCCP regional or district office, listed n most telephone directories under U.S. Government, Department of Labor and on OFCCP's "Contact Us" webpage at https://www.dol.gov/agencies/ofccp/contact.

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

**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 iob. If you believe you have been discriminated against in a program

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

**Employment** 

Department

**WASHINGTON STATE** 

REV. 12/2024

Security

Tell your health-care provider and your employer about

your work-related injury or condition. The first step in

is to fill out a Report of Accident (ROA). You can do this

online with FileFast (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

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

(Your employer fills in this space.)

**About required workplace posters** 

PUBLICATION F242-191-909 [12-2012]

Go to Lni.wa.gov/Posters to learn more about workplace

Upon request, foreign language support and formats for

You can also find a program in your area that can help.

**Employment Security Department** 

WASHINGTON STATE

Workplace posters available at esd.wa.gov

Find out more about what kind of help is available at

The Employment Security Department is an equal

opportunity employer/program. Auxiliary aids and

disabilities. Language assistance services for limited

services are available upon request to individuals with

English proficient individuals are available free of charge.

EMS 10427. CC 7540-032-981. UI-biz-poster-EN

persons with disabilities are available. Call 1-800-547-8367. TDD users, call 711. L&I is an equal opportunity employer.

**REV. 12/2012** 

REV. 07/2019

posters from L&I and other government agencies.

that your condition is work related.

Helpful phone numbers:

**Ambulance** 

On the Web: Lni.wa.gov

wscadv.org/get-help-now.

Washington Relay Service: 711

**Everyone deserves a healthy relationship** 

Police

Report your injury to:

the injury occurred. For an occupational disease, you must

filing a workers' compensation (industrial insurance) claim

REV. 06/27/2023

# FED

**EXEMPTIONS** 

### **EMPLOYEE RIGHTS**

**EMPLOYEE POLYGRAPH PROTECTION ACT** 

The Employee Polygraph Protection Act prohibits most private employers from using lie The Act also permits polygraph testing, subject to restrictions, of certain employees of detector tests either for pre-employment screening or during the course of employment. private firms who are reasonably suspected of involvement in a workplace incident (theft, embezzlement, etc.) that resulted in economic loss to the employer **PROHIBITIONS** The law does not preempt any provision of any State or local law or any collective bargaining Employers are generally prohibited from requiring or requesting any employee or job applicant agreement which is more restrictive with respect to lie detector tests. to take a lie detector test, and from discharging, disciplining, or discriminating against an

**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.

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.

subject to restrictions, to certain prospective employees of security service firms (armored car, THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS POSTER WHERE EMPLOYEES AND JOB APPLICANTS CAN READILY SEE IT.

1-866-487-9243

www.dol.gov/agencies/whd

greater family or medical leave rights.

## FED

DEPARTMENT OF LABOR

UNITED STATES OF AMERICA

## YOUR EMPLOYEE RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT

What is FMLA leave? The Family and Medical Leave Act (FMLA) is a federal law that provides eligible employees with **job-protected leave** for qualifying family and medical reasons. The U.S. Department of Labor's Wage and Hour Division (WHD) enforces the FMLA for

employee or prospective employee for refusing to take a test or for exercising other rights under

Federal, State and local governments are not affected by the law. Also, the law does not apply

The Act permits polygraph (a kind of lie detector) tests to be administered in the private sector,

WAGE AND HOUR DIVISION

UNITED STATES DEPARTMENT OF LABOR

to tests given by the Federal Government to certain private individuals engaged in national

alarm, and guard), and of pharmaceutical manufacturers, distributors and dispensers.

Eligible employees can take **up to 12 workweeks** of FMLA leave in a 12-month period

The birth, adoption or foster placement of a child with you, Your serious mental or physical health condition that makes you unable to

To care for your spouse, child or parent with a serious mental or physical health condition, and

Certain qualifying reasons related to the foreign deployment of your spouse, child or parent who is a military servicemember An eligible employee who is the spouse, child, parent or next of kin of a covered servicemember with a serious injury or illness may take up to 26 workweeks of FMLA

leave in a single 12-month period to care for the servicemember

You have the right to use FMLA leave in one block of time. When it is medically necessary or otherwise permitted, you may take FMLA leave intermittently in separate blocks of time, or on a reduced schedule by working less hours each day or week. Read Fact Sheet #28M(c) for more information.

FMLA leave is **not paid leave**, but you may choose, or be required by your employer, to use any employer-provided paid leave if your employer's paid leave policy covers

the reason for which you need FMLA leave. Am I eligible to take FMLA leave? You are an **eligible employee** if **all** of the following apply:

You work for a covered employer, You have worked for your employer at least 12 months, You have at least 1,250 hours of service for your employer during the 12 months before your leave, and

Your employer has at least 50 employees within 75 miles of your work location. Airline flight crew employees have different "hours of service" requirements. You work for a **covered employer** if **one** of the following applies: You work for a private employer that had at least 50 employees during at least

You work for an elementary or public or private secondary school, or You work for a public agency, such as a local, state or federal government agency. Most federal employees are covered by Title II of the FMLA, administered by the Office of Personnel Management.

How do I request FMLA leave? Generally, to request FMLA leave you must:

FED

Follow your employer's normal policies for requesting leave,

20 workweeks in the current or previous calendar year,

Give notice at least 30 days before your need for FMLA leave, or If advance notice is not possible, give notice as soon as possible.

UNITED STATES OF AMERICA **WAGE AND HOUR DIVISION** 

The FMLA does not affect any federal or state law prohibiting discrimination or supersede any state or local law or collective bargaining agreement that provides State employees may be subject to certain limitations in pursuit of direct lawsuits regarding leave for their own serious health conditions. Most federal and certain congressional employees are also covered by the law but are subject to the jurisdiction of the U.S. Office of Personnel Management or Congress.

**REV. 02/2022** 

What does my employer need to do? If you are eligible for FMLA leave, your **employer must**: Allow you to take job-protected time off work for a qualifying reason, Continue your group health plan coverage while you are on leave on the same

You do not have to share a medical diagnosis but must provide enough information

to your employer so they can determine whether the leave qualifies for FMLA

taken or approved for the same reason when requesting additional leave.

medical leave and may request certification of a qualifying exigency.

protection. You must also inform your employer if FMLA leave was previously

Your **employer may request certification** from a health care provider to verify

basis as if you had not taken leave, and Allow you to return to the same job, or a virtually identical job with the same pay, benefits and other working conditions, including shift and location, at the end of your leave. Your **employer cannot interfere with your FMLA rights** or threaten or punish you

against you for requesting FMLA leave or cooperating with a WHD investigation. After becoming aware that your need for leave is for a reason that may qualify under the FMLA, your employer must confirm whether you are eligible or not eligible for FMLA leave. If your employer determines that you are eligible, your **employer must** notify you in writing

for exercising your rights under the law. For example, your employer cannot retaliate

About your FMLA rights and responsibilities, and How much of your requested leave, if any, will be FMLA-protected leave.

Where can I find more information? Call 1-866-487-9243 or visit dol.gov/fmla to learn more.



REV. 04/2023

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

your service; you have five years or less of cumulative service in the uniformed services while with that particular employer;

you ensure that your employer receives advance written or verbal notice of

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

are a past or present member of • are obligated to serve in the 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

uniformed service;

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

**REV. 05/2022** 

Department of Labor & Industries, Division of Occupational Safety and Health

# It's the law! Employers must post this notice where employees can read it.

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

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.

File a complaint with L&I within 90 days if you believe your employer fired you, or retaliated or discriminated against you

**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.

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

inspector may talk confidentially with a number of employees.

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 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

Employer contact person and phone number. Name of business.

Address and location where the work-related incident occurred. Date and time of the incident.

have been corrected

Brief description of what happened. Where to report:

Any local L&I office or

1-800-423-7233, press 1 (available 24/7)

Free assistance from the Division of Occupational Safety and Health (DOSH) Training and resources to promote safe workplaces.



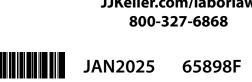
www.Lni.wa.gov/go/F416-081-909 | 1-800-423-7233

**Division of Occupational Safety and Health** 

L&I is an equal opportunity employer. **PUBLICATION F416-081-909** REV. 07/2022

JJKeller.com/laborlaw 800-327-6868 JAN2025 65898F

# **TWO** ways to verify poster compliance! QR CODE Scan with phone camera:







# or Gender Identity

days after the date of the alleged violation. The court

relief, including injunctive relief, reinstatement to the

employee's former position or an equivalent position,

may award a prevailing employee all appropriate

back pay and reestablishment of any employee

LABOR UNIONS MAY NOT DISCRIMINATE ON THE BASIS OF A PROTECTED CLASS. FOR EXAMPLE, A LABOR UNION CANNOT: Deny membership or membership rights and privileges

bargaining unit. **BASIS OF A PROTECTED CLASS** 

Print or circulate any discriminatory statement, advertisement, or publication

WASHINGTON STATE HUMAN RIGHTS COMMISSION

### **Employee Free Choice Act** RCW 49.44.250 Required religious or political meetings—Employee rights—Exceptions—Notice—Definitions. (1) Except as provided in subsections (2) and (3) of (b) Limit the rights of an employer to offer meetings, considered necessary by the court. this section, any employer, including the state and

(c) Limit the rights of an employer or its agent,

representative, or designee from communicating to its employees any information, or requiring employe attendance at a meeting or other event, that is requires otherwise necessary for the employees to perform their lawfull required job duties; or (d) Prohibit an employer or its agent, representative, or designee from requiring its employees to attend any training intended to reduce and prevent political party or political, civic, community, fraterna or labor association or organization.

religious affiliation and practice, and the decision to join or support any religious organization or [2024 c 357 s 2.] who perform work connected with the activities undertaken by such religious corporation, entity, association, educational institution, or society. (4) An aggrieved employee may bring a civil action in superior court to enforce this section no later than 90 (2) The legislature intends that workers be protected

Intent—2024 c 357: "(1) The legislature recognize that freedom of speech is a foundational ideal that is

from retaliation by certain employers when the you deserve. No names, no fees, and no judgement. Just worker chooses to perform their job duties instead of listening to the employer's speech on political or 800-799-SAFE (7233) or 800-787-3224 (TTY). religious matters." [2024 c 357 s 1.] Short title—2024 c 357: "This act may be known www.thehotline.org and cited as the employee free choice act." [2024 c

> if you lose your job Visit <u>www.esd.wa.gov</u> to apply and click "Sign in or create To apply for unemployment, you will need

for in the last 18 months.

Government in the last 18 months).

experience long wait times.

Your Washington State ID or License, if

Your alien registration number if you are not a

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

The Employment Security Department is an equal opportunity employer/program. Auxiliary aids and If you can't apply online, try contacting us over

# You may be eligible for UNEMPLOYMENT BENEFITS

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,

Visit WorkSource to find all the FREE resources

You must look for work each week that you claim

If you have been unemployed due to a work-related injury or non-work-related illness or injury and are now able to work again, you may be eligible for Temporary Total Disability (TTD) unemployment benefits. For more information, please refer to the Handbook for Unemployed Workers at ESD.WA.GOV. **Employment Security Department** 

Employers are legally required to post this notice in

a place convenient for employees to read (see RCW

services are available upon request to individuals with English proficient individuals are available free of charge. Washington Relay Service: 711

**REV. 10/2017** 

Go to: JJKeller.com/LLPverify Enter this code: 69506-012025

If you believe your rights under the FMLA have been violated, you may file a complaint with WHD or file a private lawsuit against your employer in court. **Scan the QR code** to learn about our WHD complaint process.

> UNITED STATES DEPARTMENT OF LABOR WH1420

# 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

(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

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

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

For assistance in filing a complaint, or for any other information on

your dependents for up to 24 months while in the military.

Employer Support of the Guard and Reserve • 1-800-336-4590

**Job Safety and Health Law** 

(Chapter 49.17 RCW)

Get copies of your medical records, including records of exposures to toxic and harmful substances or conditions.

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.

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).

Allow an employee representative to participate in an L&I safety/health inspection, without loss of wages or benefits. The L&I 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

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

Number of employees and their names.

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

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



Upon request, foreign language support and formats for persons with disabilities are available. Call 1-800-547-8367. TDD users, call 711.

To update your labor law posters contact J. J. Keller & Associates, Inc.

62938

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# Department of Labor & Industries Announcement

2025 minimum wage: \$16.66 per hour

REV. 04/2023

compare, or discuss your wages or the wages of other employees. Your employer cannot take any adverse action against you for discussing wages, filing a complaint, or Workers must be paid the Washington minimum wage exercising other protected rights under the Equal Pay and Opportunities Act. Employer also are prohibited from requesting a job applicant's wage or salary history, except unde certain circumstances, and cannot require an applicant's wage or salary history meet minimum wage for all hours worked. See www.Lni.wa.gov/MinWage.

unpaid meal period if they work more than 11 hours in a day. Learn more at

hour period of work

www.Lni.wa.gov/Wages and click on "Paycheck deductions." **Leave Laws** 

condition or an emergency health condition; and Children 18 years and older with disabilities that make them incapable of For more information, see www.Lni.wa.gov/FamilyCareAct. Leave for victims of domestic violence, sexual assault or stalking Victims and their family members are allowed to take reasonable leave from work

PUBLICATION F700-074-000 WA

(a) On account of the employee's refusal to: (i) Attend or participate in an employer-sponsored meeting with the employer or its agent, of which is to communicate the employer's opinion concerning religious or political matters; or (ii) Listen to speech or view communications. including electronic communications, the primary purpose of which is to communicate the employer?

c) Because the employee, or a person acting on

orally or in writing, of a violation or a suspected

behalf of the employee, makes a good faith report,

not apply if the employee knows that the report is

(a) Prohibit an employer or its agent, representative

or designee from communicating to its employees

in (a) of this subsection; or

(2) This section does not:

any instrumentality or political subdivision thereof,

may not subject or threaten to subject any employee

to discipline or discharge, or otherwise penalize or

take any adverse employment action against an

### (3) The provisions of this section do not apply to a (b) "Religious matters" means matters relating to religious corporation, entity, association, educational nion concerning religious or political matters; or institution, or society that is exempt from the (b) As a means of requiring an employee to attend a 1964 pursuant to 42 U.S.C. Sec. 2000e-1(a), with meeting or participate in communications described respect to speech on religious matters to employee

any information that the employer is required by law benefits, including seniority, to which the employee to communicate, but only to the extent of the legal would otherwise have been eligible if the violation had not occurred, and any other appropriate relief as **State Law Prohibits Discrimination in Employment Protected Classes** 

### a whistleblower HIV, AIDS, and complaint with the Hepatitis C state auditor Age (40 yrs old and Retaliation for filing a nursing home Marital status abuse complaint Pregnancy or

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

# workplace harassment or discrimination.

WA Use of a service Race Color with a disability National Origin Honorably Sex discharged Veteran Creed or Military status Disability—Sensory, Retaliation for filing Mental or Physical

### Retaliation for maternity opposing an unfair Sexual Orientation PROHIBITED UNFAIR EMPLOYMENT

**PRACTICES** 

Discriminate in compensation or other terms or conditions of employment Print, circulate, or use any discriminatory

statement, advertisement, publication, or job

application form

# with prospective employment. animal by a person

EMPLOYMENT AGENCIES MAY NOT DISCRIMINATE ON THE FOR EXAMPLE, AN EMPLOYMENT AGENCY MAY NOT:

Use discriminatory employment application forms, or make discriminatory inquiries in connection with prospective employment. If you have been discriminated against,

Discriminate in classification or referrals for

1-800-233-3247 or <u>www.hum.wa.gov</u>

REV. 04/2015

# please call or go to:

certain criteria. Job applicants also have the right to certain salary information if the employer has 15 or more employees. For more information or to file a complaint, go to Teen Corner — Information for Workers Ages 14–17 The minimum age for work is generally 14, with different rules for ages Employers must have a minor work permit to employ teens. This equirement applies to family members except on family farms. Teens do

To find out more about teens in the workplace: www.Lni.wa.gov/TeenWorkers, 1-866-219-7321, TeenSafety@Lni.wa.gov

www.dol.gov/whd/fmla or 1-866-487-9243.

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

forums, or other communications about religious (5) An employer subject to this section must post a or political matters for which attendance or notice of employee rights under this section in a place participation is strictly voluntary

normally reserved for employment-related notices (6) The definitions in this subsection apply throughout this section unless the context clearly (a) "Political matters" means matters relating to elections for political office, political parties proposals to change legislation, proposals to change regulations, and the decision to join or support any

Make any discriminatory inquiries in connection

Expel from membership Fail to represent a person in the collective

# Your Social Security number.

Names and addresses of everyone you worked Dates you started and stopped working for each you may qualify for partial unemployment benefits. Reasons you left each job.

one at a WorkSource center or your local library.

Your SF8 and SF50 (if you worked for the Federal **WASHINGTON STATE** 

disabilities. Language assistance services for limited Call 800-318-6022. Persons with hearing or speaking impairments can call Washington Relay Service 711. **ESD.WA.GOV** We are available to help you Monday through Friday 8 a.m. to 4 p.m., except on state holidays. You may EMS 9874 . CC 7540-032-407 . UI-biz-poster-EN

ONLINE

This poster is in compliance with federal and state posting requirements.