\star \star \star \star \star \star LABOR LAW POSTER \star \star \star \star \star

Please post in a conspicuous place. Date Posted: Labor laws change frequently. Contact your distributor to ensure that you are in full compliance with required State and Federal posting requirements at least once a year. © LaborLawCenter LLC All rights reserved.

DISTRICT OF COLUMBIA MINIMUM WAGE

GOVERNMENT OF THE DISTRICT OF COLUMBIA

DEPARTMENT OF EMPLOYMENT SERVICES

MINIMUM WAGE RATES

	Employees who do not receive gratuities	Employees who receive gratuities
	\$15.00 per hour beginning July 1, 2020	\$5.00 per hour beginning July 1, 2020
	\$15.20 per hour beginning July 1, 2021	\$5.05 per hour beginning July 1, 2021
	\$16.10 per hour beginning July 1, 2022	\$5.35 per hour beginning July 1, 2022
	\$17.00 per hour beginning July 1, 2023	\$6.00 per hour beginning May 1, 2023 \$8.00 per hour beginning July 1, 2023
	\$17.50 per hour beginning July 1, 2024	\$10.00 per hour beginning July 1, 2024
The minimum wage increases each year in proportion to the Consumer Price Index for both employees who do not receive tips and for employees who do receive tips.		

DISTRICT OF COLUMBIA MINIMUM WAGE POSTER

MINIMUM WAGE EXCEPTIONS

The minimum wage provision does not apply in instances where other laws or regulations establish minimum wage rates for the following: 1. Handicapped workers may be paid less only when the employer has received an authorizing

certificate from the U.S. Department of Labor. 2. Persons employed under provisions of the Workforce Innovation and Opportunity Act shall be paid pursuant to that Act.

3. Persons employed under provisions of the Youth Employment Act shall be paid pursuant to that

4. Persons employed under provisions of the Older Americans Act shall be paid pursuant to that Act. 5. Students employed by institutions of higher education may be paid the minimum wage established by the United States government. 6. The Wage Theft Prevention Amendment Act of 2014, effective February 26, 2015, ended the

exception for adult learners. Newly hired persons 18 years of age or older must be paid the established District of Columbia minimum wage immediately upon hire. 7. The minimum wage provision does not apply to persons:

a. employed in a bona fide executive, administrative, professional, computer, or outside sales

b. engaged in the delivery of newspapers to the homes of consumers. **OVERTIME PAY**

Employees must be paid at least 1 1/2 times the regular rate of pay for all hours worked over 40 hours in a workweek. **OVERTIME EXCEPTIONS**

The overtime provision does not apply to persons employed: 1. In a bona fide executive, administrative, professional, computer, or outside sales capacity. 2. As a seaman, railroad worker, or newspaper carrier.

3. By an air carrier employee who voluntarily exchanges workdays with another employee for the primary purpose of utilizing air travel benefits available to these employees. 4. As a salesperson, parts salesperson, or mechanic primarily engaged in selling or servicing

automobiles, trailers, or trucks if employed by a non-manufacturing establishment primarily engaged in the business of selling these vehicles to final purchasers. NOTES: The Car Wash Employee Overtime Amendment Act of 2012, effective May 31, 2012, removed the overtime exception for employees of a car wash. Car wash employees are entitled to overtime for

all hours worked over a forty-hour workweek. The United States Department of Labor's Home Care Rule, effective November 12, 2015, is applicable to direct care workers employed by agencies and other third-party employers. Direct care workers are workers who provide home care services, such as certified nursing assistants, home health aides, personal care aides, caregivers, and companions

PERSONS NOT ENTITLED TO OVERTIME PAY UNDER DISTRICT LAW MAY BE ENTITLED UNDER FEDERAL LAW For more information, call the U.S. Department of Labor, Wage-Hour Division, or visit www.dol.gov/

UNIFORMS Employers must pay the cost of purchase, maintenance, and cleaning of uniforms and protective clothing required by the employer or by law, or employers must pay the employee 15 cents per hour

3. If you ask your employer for leave that could qualify for benefits under the Paid Family Leave program.

3. Medical leave - receive benefits for your own serious health condition for up to 12 weeks in a year; and

. Parental leave - receive benefits to bond with a new child for up to 12 weeks in a year;

2. Family leave - receive benefits to care for a family member for up to 12 weeks in a year;

4. Prenatal leave - receive benefits for prenatal medical care for up to 2 weeks in a year.

information about the Paid Family Leave program at these three (3) times:

Covered Events There are four (4) kinds of Paid Family Leave benefits:

n addition to the minimum wage (maximum required is \$6.00 per week) for washable uniforms. When the employer purchases and the employee maintains washable uniforms, the additional payment required is 10 cents per hour. When the employer cleans and maintains uniforms that the employee purchases, the additional payment required is 8 cents per hour.

Employers may deduct \$2.12 for each meal made available. For four (4) hours or less of work, a naximum of one (1) meal deduction is allowed. For more than four (4) hours of work, a maximum of two (2) meal deductions is allowed. For employees who live on the employer's premises, no more han \$6.36 per day can be deducted. **ON-CALL TIME**

An employee who is required to stay at the employer's premises while on call is working. An employee who is required to remain in a specified geographic area, such as at home or within a 2-hour drive of the worksite, or who is allowed to leave a message where he/she can be reached, is usually not working while on call. OTHER PROVISIONS

Additional wages are due to employees for split shifts, travel expenses, and tools. Other deductions may be taken for housing provided by the employer. **DEDUCTIONS**

No employer shall make any deductions, except those specifically authorized by law or court order, which would bring wages below those required by the Act. An itemized wage statement showing al deductions must be provided with each paycheck. **RECORDS**

Every employer shall make and keep for at least three (3) years accurate time and payroll records for each employee, in addition to other detailed records required by the Act.

Employers must pay a service rate per hour to tipped employees. If an employee's hourly tips (averaged

weekly) added to the service rate do not equal the minimum wage for non-tipped employees, the employer must pay the difference. (See the minimum wage rates on page one.) NTERNET-BASED TIP PORTAL FOR SUBMITTING QUARTERLY WAGE REPORTS ONLINE Employers who hire a tipped worker shall submit a quarterly wage report within 30 days of the end

of each quarter to the Mayor certifying that the employee was paid the required minimum wage. The Mayor has created an Internet-based portal for online quarterly wage reports located at essp.

2. Employers shall submit quarterly wage reports online unless online reporting creates a hardship, in which case the employer shall submit reports in hard-copy form. . The Mayor provides training to educate employers about the reporting requirements and use of the Internet-based portal.

ADDITIONAL LAWS ADMINISTERED BY THE OFFICE OF WAGE-HOUR All labor laws enforced within the District of Columbia can be found on does.dc.gov. FOR A COMPLETE TEXT OF EACH LAW OR TO FILE A COMPLAINT CONTACT **DEPARTMENT OF EMPLOYMENT SERVICES**

OFFICE OF WAGE-HOUR 4058 Minnesota Avenue, NE Washington, D.C. 20019 (202) 671-1880 | does.dc.gov

> DOES DISTRICT OF COLUMBIA
> DEPARTMENT OF THE DISTRICT OF COLUMBIA
> DEPARTMENT SERVICES
>
> MURIEL BOWSER, MA

> > OPFL FF Rev. 11/2024

DISTRICT OF COLUMBIA PAID FAMILY LEAVE

dcpaidfamilyleave.dc.gov

At the time you were hired;

2. At least once a year; and

NOTICE TO EMPLOYEES

Information on Paid Family Leave in the District of Columbia Your employer is subject to the District of Columbia's Paid Family Leave law, which provides covered prenatal leave. Pregnant women are eligible for 2 weeks of prenatal leave while pregnant and 12 weeks of employees paid time off from work for qualifying parental, family, medical, and prenatal events. For more parental leave after giving birth, for a maximum of 14 weeks. information about the Paid Family Leave program, please visit the Office of Paid Family Leave's website at Applying for Benefits If you have experienced an event that may qualify for benefits, be sure to apply no more than 30 days after your event. You can learn more about applying for benefits with the Office of Paid

Covered Workers To receive benefits under the Paid Family Leave program, you must work for a covered Family Leave at dcpaidfamilyleave.dc.gov. employer in DC. To find out if you are a covered worker, you can ask your employer or contact the Office of Benefit Amounts Paid Family Leave benefits are based on the wages your employer paid to you and Paid Family Leave using the contact information below. Your employer is required to tell you if you are reported to the Department of Employment Services. If you believe your wages were reported incorrectly, covered by the Paid Family Leave program. Additionally, your employer is required to provide you you have the right to provide proof of your correct wages. The current maximum weekly benefit amount is

Employee Protection The Office of Paid Family Leave does not administer any job protections for District workers who take leave from work. However, some job protections may be available under laws and regulations administered by the District's Office of Human Rights (OHR). Under the Universal Paid Leave Act, the Office of Paid Family Leave is required to provide notice of the following

1. That retaliation by a covered employer against a covered employee for requesting, applying for, or using paid-leave benefits is prohibited: 2. That an employee who works for a covered employer with under 20 employees shall not be entitled to job protection if he or she decides to take paid leave pursuant to this act; and Maximum Leave Entitlement Each kind of leave has its own eligibility rules and its own limit on the length 3. That employees have a right to file a complaint with OHR if they feel they have been retaliated against

of time you can receive benefits in a year. The maximum amount of leave for any combination of parental, for requesting, applying for, or using paid leave. family, and medical leave is 12 weeks. However, there is an exception for pregnant women who take For more information on OHR and job protections, please visit the following web address: ohr.dc.gov. For more information about Paid Family Leave, please visit the Office of Paid Family Leave's website at dc.gov. call 202-899-3700, or email does.opfl@dc.gov.

Office of Paid Family Leave | 4058 Minnesota Avenue NE | Washington DC 20019

UNIVERSAL WAGE LAW



GOVERNMENT OF THE DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES

EMPLOYEE RIGHTS IN THE DISTRICT OF COLUMBIA:

Do you know your rights as an employee working in Washington, DC? **Employees have the right:**

• To be paid at least the minimum wage

• To be paid on time To receive a detailed pay stub

• To accrue and use paid sick and safe leave • To request time off to attend a child's school-related

• To qualify for unpaid family and medical leave • To be compensated for work-related illness or injury

• To remain free from discrimination • To be accommodated in the workplace during pregnancy • To remain free from employer retaliation for discussing or exercising any of these rights • To file a complaint for violation of workplace rights

with the Department of Employment Services (DOES) or the Office of Human Rights (OHR)

EFFECTIVE JULY 1, 2024, THE MINIMUM WAGE IS \$17.50 PER HOUR, AND THE TIPPED MINIMUM WAGE IS \$10.00 PER HOUR.

This notice does not create, expand, or limit any rights under District or Federal law, including: • The amount of sick and safe leave that a worker may accrue annually

 Current hourly minimum wage Current hourly tipped minimum wage

To learn about these workplace rights, visit the websites below. This notice does not create, expand, or limit any rights under District or federal law.

OFFICE OF WAGE-HOUR The Office of Wage-Hour conducts compliance audits and works to recover unpaid wages for employees who have not been paid pursuant to DC wage laws, either administratively or

through court action. Wage-Hour compliance involves ensuring adherence to the wage laws of the District of Columbia by holding employers accountable to the laws.

Wage-Hour Phone Number: 202-671-1880

Wage-Hour Website: does.dc.gov/service/office-wage-hour-compliance-0

File a Wage-Hour Claim: <u>does.dc.gov/page/office-wage-hour-employees</u>

The Office of Human Rights (OHR) was established to eradicate discrimination, increase equal opportunity, and protect human rights for persons who live in, work, or visit the District

OFFICE OF HUMAN RIGHTS

Phone Number: 202-727-3400

of Columbia. To that end, OHR provides administrative relief for violations of human rights laws that occur in the District of Columbia.



Office of the Attorney General Office of the Attorney General website: oag.dc.gov/worker-rights



Office of Human Rights Phone Number: 202-727-4559

Office of Human Rights Website: ohr.dc.gov

DISTRICT OF COLUMBIA

MURIEL BOWSER, MAYOR

BREASTFEEDING RIGHTS & GUIDELINES OHR WORKPLACE POSTERS:



This OR Code

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THE RIGHT TO BREASTFEED

Under the District of Columbia Human Rights Act of 1977, as amended,

Office of Human Rights DISTRICT OF COLUMBIA • An employer shall make reasonable efforts to provide a sanitary room or other location in

the right to be with her child, without respect to whether the mother's breast or any part of it is uncovered during or incidental to the breastfeeding of her child. • An employer must provide reasonable daily unpaid break-time, as required by an employee so she may express breast milk for her child to maintain milk supply and comfort. The break-time for expression of milk, if possible, may run concurrently with any break-time.

A woman has a right to breastfeed her child in any location, public or private, where she has

paid or unpaid, already provided to the employee. • An employer is not required to provide break-time if it would create an undue hardship on the

operations of the employer.

close proximity to the work area, other than a bathroom or toilet stall, where an employee can express her breast milk in privacy and security. • The employer must create a policy for breastfeeding mothers and must post and maintain a poster in a conspicuous place that sets forth these requirements. The employee must file within one (1) year of the occurrence or discovery of the violation of the Act. An employee of the District of Columbia government must file within 180 days of the

> occurrence or discovery of the violation. • If the employee feels as if she is being discriminated against under the Act, she may contact:

You are required to display this poster at each worksite so that it will be of the greatest possible

You must file an Employer's First Report of Injury or Occupational Disease, Form No. 8 DCWC,

with the Office of Workers' Compensation, send a copy to the nearest claim office of your insurer, for all occupational injuries or disease, as soon as possible, but no later than ten (10) working

Your employee must file Form No. 7 DCWC, Employee's Notice of Accidental Injury or

Occupational Disease. Please provide your employee with Form No. 7 DCWC and direct them

to complete it and return it to you and the Office of Workers' Compensation. Once you have

received notice from the employee, you are required to send the employee a notice of his/her

You are required to report to the Office of Workers' Compensation, and your insurer, any disability

of more than three (3) days which was not previously reported, as soon as possible, but no later

. You are required to furnish, or cause to be furnished, reasonable medical and hospital services,

7. You are required to obtain from the insurer identified below a supply of all required Workers'

other remedial care or vocational rehabilitation, and various types of disability compensation, to an

Compensation Forms, or you may download the forms and notice mentioned above at our

THE DISTRICT OF COLUMBIA OFFICE OF HUMAN RIGHTS 441 4th Street, NW: Suite 570 North: Washington, DC 20001 [202] 727 / 4559 or ohr.dc.gov

WORKERS' COMPENSATION NOTICE

4058 MINNESOTA AVENUE, N.E. • WASHINGTON, DC 20019 • (202) 671-1000 • (202) 671-1929 (Fax)



OFFICE OF WORKERS' COMPENSATION

WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant. **NOTICE OF COMPLIANCE**

benefit to your employees.

injured or disabled employee.

website http://does.dc.gov.

days after the date of knowledge thereof.

rights and obligations by certified mail, return receipt requested.

than ten (10) working days after the date of knowledge thereof.

employees.

Compensation an occupational injury or disease, even if you deem it to be minor. Form No. 7 DCWC, Notice of Accidental Injury or Occupational Disease, to be obtained from the employer or the Office of Workers' Compensation, must be used for that purpose. After you have completed and signed the form, mail it to the Office of Workers' Compensation at the above address, and

. You are required by law to report promptly to your employer and the Office of Workers'

Department of Employment Services

TO EMPLOYEES

LABOR STANDARDS BUREAU

6. The law gives you the right to legal representation if you so choose.

to your employer. 2. You are entitled, if required, to the services of a physician or hospital of your choice and lost wages. Call (202) 671-1000 or visit http://does.dc.gov for information.

3. You may not sue your employer as a result of a work-related injury or disease by reason of your exclusive remedy under the Workers' Compensation Law. 4. In order to preserve your right to benefits under the DC Workers' Compensation Law, you must

file a written claim on Form No. 7A DCWC, Employee's Claim Application, within one (1) year after your injury, or within one (1) year after the last payment of benefits. 5. If you need information regarding your rights and obligations prescribed by law, you may call your employer first. If you require further information, you may call the Office of Workers' Compensation at (202) 671-1000 or visit http://does.dc.gov

TO EMPLOYERS 1. You are required to have Workers' Compensation insurance coverage if you have one (1) or more NOTICE: Violation of the various provisions of the Workers' Compensation law provides for civil penalties.

The undersigned employer hereby gives notice of compliance with all provisions of the Workers' Compensation Law and Administrative Regulations. NAME OF INSURANCE COMPANY

NAME OF EMPLOYER Address:

Employer ID Number (if number unknown employer to request from IRS) FORM NO. 1 DCWC Revised March, 201 THIS NOTICE IS TO BE POSTED CONSPICUOUSLY IN AND ABOUT THE EMPLOYER'S PLACE(S) OF BUSINESS

EQUAL EMPLOYMENT OPPORTUNITY

EQUAL EMPLOYMENT OPPORTUNITY - Know Your Rights in the District of Columbia -



DC Human Rights Act

Office of Human Rights

American Job Center – Headquarters

4058 Minnesota Avenue, N.E.

Washington, DC 20019 (202) 724-2337

In accordance with the District of Columbia Human Rights Act of 1977, as amended, the District of Columbia and employers cannot discriminate on the basis of (actual or perceived).* Sexual Orientation Political Affiliation Color

· Status as a victim or family member • Gender Identity or Expression of a victim of Domestic Violence, Age Genetic Information • Sex (including pregnancy) Marital Status Family Responsibilities Disability Sexual Offense or Stalking (DVSOS) Homeless Status National Origin Personal Appearance Matriculation Credit Information

Sexual harassment and harassment based on other protected categories is prohibited by the Act. If you believe a violation of the Act has occurred, you can file a complaint with the District of Columbia Office of Human Rights. The process is free and does not require an attorney. Damages can be awarded if it is determined that a violation of the

DC Family and Medical Leave Act DC Parental Leave Act

The DC Family and Medical Leave Act of 1990 requires all employers with 20 or more employees to provide up to 16 weeks In accordance with the DC Parental Leave Act of 1994, an employee who is a parent shall be entitled to a total of 24 hours of unpaid family leave leave** during any 12 month period to attend or participate in school-related events for his or her child.

• for the birth of a child, an adoption or foster care; or to care for a seriously ill family member It also allows up to 16 weeks of unpaid medical leave:

During the period of leave, an employee should not lose benefits such as seniority or group health plan coverage. The • a person married to a person listed above.

• to recover from a serious illness that left the employee unable to work for a total of 32 weeks during a 24 month period.

1,000 hours during these 12 months.

employer may require medical certification and reasonable prior notice when applicable An employee is eligible under the Act if they have been employed by the employer for at least 12 consecutive or nonconsecutive months in the seven years immediately preceding the start of the family or medical leave, and worked at least

A school-related event means an activity sponsored either by a school or an associated organization. Any employee shall notify the employer of the desire to leave at least 10 calendar days prior to the event, unless the need to attend the school-related event cannot be reasonably foreseen.

Filing a Complaint of a Violation To file a complaint about a violation of these laws with the Office of Human Rights, visit:

biological mother or father of a child;

person who has legal custody of a child;

• person who acts as a guardian of a child;

· aunt, uncle, or grandparent of a child; or is

• Online at ohr.dc.gov; or • In-Person at 441 4th Street NW, Suite 570N, Washington, DC 20001. Questions can also be answered by phone at (202) 727-4559.

* Additional categories protected from discrimination but not in the area of employment include: familial status, source of income, place of residence or business, and status as a victim of an intrafamily offense. ** Leave is unpaid unless the parent elects to use any paid family, vacation, personal or compensatory leave provided by the employer.

Your employer is subject to the District of Columbia Unemployment Compensation Act which establishes a system of protecting insured workers from complete wage loss when they become unemployed through no fault of their own and are seeking new jobs. To help finance the unemployment insurance system, a tax is levied against employers-- not workers. No deductions are made from your pay for this purpose. This program is administered by the District of Columbia's Department of Employment ervices. If you should become unemployed or your hours are reduced, you may be entitled to receive unemployment compensation benefits. To apply for benefits, please call and make an appointment to visit one of the American Job Centers listed below.

American Job Center – Southeast American Job Centers Hours of Operation: 3720 Martin Luther King, Jr. Avenue, S.E. Monday - Thursday 8:30 a.m. - 4:30 p.m. Washington, DC 20032 (202) 741-7747 Washington, DC 20017 Friday 9:30 a.m. - 4:30 p.m.

You may also apply for benefits through the Internet at www.dcnetworks.org. IMPORTANT: Employers must display this Notice To Employees prominently on the work premises. Additional copies may be furnished upon request by calling (202) 698-7550.

PARENTAL LEAVE ACT & DC FAMILY AND MEDICAL LEAVE ACT

PARENTAL LEAVE ACT

- Know Your Rights in the District of Columbia

Work Leave for Parenting Purposes The District of Columbia Parental Leave Act allows employees who are parents or guardians to take 24 hours of leave (paid or unpaid) during a 12 month period to attend school-related activities. School events include but are not limited to: parent-teacher conferences, concerts, plays, rehearsals, sporting events, and other activities where the child is a

American Job Center – Northwest

2000 14th Street, N.W., 3rd Floor

Washington, DC 20009

participant or the subject of the event, not a spectator. The employee must notify the employer 10 days before the requested leave unless the school-related activity was not reasonably foreseeable. The leave can be unpaid or paid family, vacation, personal, compensatory or leave bank leave. The employer may deny the leave if granting the leave would disrupt the employer's business and make the achievement of production or service unusually difficult

Definition of Parent or Guardian An employee is considered a parent or guardian for purposes of this Act if he or she is:

• In-Person at 441 4th Street NW, Suite 570N, Washington, DC 20001.

Questions about the OHR process can also be answered by phone at (202) 727-4559.

biological mother or father of a child; person who has legal custody of a child; person who acts as a guardian of a child; aunt, uncle, or grandparent of a child; or is

a person married or in a domestic partnership to a person listed above.

Employer Posting Requirements The employer must post and maintain this notice in a conspicuous place. An employer that willfully fails to post this notice may be ordered to pay a fine of up to \$100 for each day the employer fails to post the notice.

Filing a Complaint of a Violation

If you believe an employer has wrongfully denied you parental leave under this statute, you can file a complaint within one year of the incident with the Office of Human Rights (OHR). To file a complaint, visit:

Office of Human Rights

1 For family or medical leave that began prior to November 13, 2021, an employee is eligible under the Act if she or he was employed by the employer for at least one year without a break in service, and worked at least 1,000 hours during the 12 month period immediately preceding the requested leave. The one year of service requirement did not need to have immediately preceded the request for leave.

ohr.dc.gov

phone: (202) 727-4559

Protecting Pregnant Workers Fairness Act Workplace Poster

Updated: October 30, 2024 **Know Your Rights in the District of Columbia** Accommodations for Pregnancy, Childbirth and Chest/Breastfeeding

The Protecting Pregnant Workers Fairness Act (PPW) requires District of Columbia employers to provide reasonable workplace accommodations for employees whose ability to perform job duties is limited because of pregnancy, childbirth, chest/breastfeeding, or a related medical condition. The employer must engage in good faith and in a timely and interactive process to determine the

mployers must make all reasonable accommodations, including by not limited to: Purchasing or · Having the employee More frequent or modifying work longer breaks;

reasonable accommodation is advisable. The certification must include

refrain from heavy equipment, such as lifting; Time off to recover • Relocating the from childbirth; Temporarily employee's work Temporarily restructuring the area; or transferring the employee's position Providing private employee to a to provide light duty less strenuous (non-bathroom) or a modified work or hazardous space for expressing

schedule: position; **Prohibited Actions by Employers** Employers may not:

Types of Accommodations

• Refuse an accommodation unless it would cause significant hardship or expense to the business; • Take adverse action against an employee for requesting an accommodation; Deny employment opportunities to the employee because of the request or need for an accommodation;

breast/chest milk.

• Require employees to accept an accommodation unless it's necessary for the employee to perform her job **Certification from Health Care Provider** The employer may require an employee to provide certification from a health care provider indicating a

Require an employee to take leave if a reasonable accommodation can be provided; or

 The date the accommodation became or will become medically advisable; 2. An explanation of the medical condition and need for a reasonable accommodation; and 3. The probable length of time the accommodation should be provided. Filing a Complaint of a Violation If you believe an employer has wrongfully denied you a reasonable accommodation or has discriminated

against you because of your pregnancy, childbirth, need to chest/breastfeed or a related medical condition, you can file a complaint within one year with the DC Office of Human Rights (OHR). To file a complaint, visit: OHR will perform the initial mediation and investigation. If probable cause exists, administrative law judges at the Commission on Human Rights will make a final determination. • Online at ohr.dc.gov; or In-Person at 441 4th Street NW, Suite 570N, Washington, DC 20001

Questions about the OHR process can also be answered by phone at ¹ A "reasonable accommodation" is one that does not require significant difficulty in the operation of the employer's business or significant expense for the employer, with consideration to factors such as the

size of the business, its financial resources and the nature and structure of the business.

National Origin

Marital Status

These prohibitions also apply to the denial of credit or insurance.

ABSENCES ASSOCIATED WITH DOMESTIC VIOLENCE OR SEXUAL ABUSE.

EMPLOYERS REQUIRED TO COMPLY WITH THE ACT

restaurant or bar employees prior to February 22, 2014.

notice if the reason for leave is unforeseeable.

Paid leave accrues on an employer's established pay period.

part-time employees.

ACCRUAL START DATE

ACCESSING PAID LEAVE

NUMBER OF HOURS ACCRUED

GOVERNMENT OF THE DISTRICT OF COLUMBIA MURIEL BOWSER, MAYOR

* * *

DISTRICT OF COLUMBIA

¹ Una "adaptación razonable" es aquella que no requiere dificultades significativas en la operación del negocio del empleador ni gastos significativos para el empleador, teniendo en cuenta factores como el tamaño del negocio, sus recursos financieros y la naturaleza y estructura del negocio.

Marion S. Barry Jr. Building, 441 4th Street NW, Suite 570 North Washington, DC 20001

NON-DISCRIMINATION IN PUBLIC ACCOMMODATIONS

NOTICE OF NON-DISCRIMINATION

Personal Appearance Sex (Gender or sexual harassment) **Genetic Information Familial Status**

Gender Identity or Expression Sexual harassment is a form of sex discrimination which is prohibited by the Act. In addition, harassment based on any of the above categories is also prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action. The D.C. Human Rights Act of 1977, Section 2-1402.31(a) of the D.C. Code, prohibits acts performed wholly or partially for a discriminatory reason: "To deny, directly or indirectly, any person the full and equal enjoyment of the goods, services, facilities, privileges, advantages, and accommodations of any place of public accommodation..."

> COMPLAINTS OF POSSIBLE VIOLATIONS OF THIS LAW MAY BE FILED WITH: **Government of the District of Columbia** Office of Human Rights 441 4th Street, N.W., 570N, Washington, D.C. 20001

ACCRUED SICK AND SAFE LEAVE ACT

(Post Where Employees Can Easily Read)

Accrued Sick and Safe Leave Act of 2008 (This poster includes provisions of the Earned Sick and Safe Leave Amendment Act of 2013, effective February 22, 2014) REQUIRES EMPLOYERS IN THE DISTRICT OF COLUMBIA TO PROVIDE PAID LEAVE TO EMPLOYEES FOR THEIR OWN OR FAMILY MEMBERS' ILLNESSES OR MEDICAL APPOINTMENTS AND FOR

accrue at least one (1) hour per 43 hours worked, up to five (5) days per **ENFORCEMENT**

Pursuant to the Accrued Sick and Safe Leave Act of 2008, all employers Wage. For all other employers, use the following chart: in the District of Columbia must provide paid leave to each employee, including employees of restaurants, bars, temporary, staffing firms and **UNUSED LEAVE** Under this Act, an employee's accrued paid sick leave carries over from

year to year. Employers do not have to pay employees for unused paid order payment of paid sick leave unlawfully withheld, and impose Paid leave accrues at the beginning of employment, provided that the sick leave upon termination or resignation of employment. accrual need not commence prior to November 13, 2008 and provided If an employer Employees accrue Not to that an employer need not allow accrual of paid leave for tipped at least... exceed...

25 to 99 1 hour per 5 days per An employee must be allowed to use paid leave no later than after 90 43 hours worked calendar year employees days of service with the employer. An employee may use leave on short Less than 25 1 hour per 3 days per 87 hours worked calendar vear employees **EMPLOYEE PROTECTION** Accrual of paid leave is determined by the type of business, the number

dollars (\$1,000) for the first offense, fifteen hundred dollars (\$1,500) for the second offense, and two thousand dollars (\$2,000) for the third and TO FILE A COMPLAINT OR FOR ADDITIONAL INFORMATION To request full text of the Act, to obtain a copy of the rules associated with this Act, to receive the Act translated into other languages, or to file a complaint, visit www.does.dc.gov,

call the Office of Wage Hour at (202) 671-1880, or visit at 4058 Minnesota Avenue, N.E., Suite 4300, Washington, D.C. 20019. Complaints shall be filed within three (3) years after the event on which

ohr.dc.gov phone: (202) 727-4559 fax: (202) 727-9589 441 4th Street NW, Suite 570N, Washington, DC 20010

UNEMPLOYMENT COMPENSATION NOTICE **NOTICE TO EMPLOYEES** Information on Unemployment Compensation in the District of Columbia

> **American Job Center - Northeast** CCDC - Bertie Backus Campus 5171 South Dakota Avenue, N.E., 2nd Floor

> > rendering the employee unable to work.

employment at more than one District agency.

Employer Posting Requirements

Online at ohr.dc.gov; or

does

DC FAMILY AND MEDICAL LEAVE ACT

- Workplace Poster -Work Leave for Family or Medical Purposes

(i.e., sick, annual, PTO, etc.) and where applicable, for private sector, payment under the Universal Paid Leave Act, and for DC government employees, payment under the Paid Family Leave Act. Family Leave Eligible circumstances for family leave under DCFMLA include the birth of a child, adopting a child, or caring for a child in foster care. Caring for a seriously ill family member is also eligible for family leave. Medical Leave Eligible circumstances for medical leave under DCFMLA includes recovering from a serious illness

The District of Columbia Family and Medical Leave Act (DCFMLA) requires employers with 20 or more employees to provide

ble employees with 16 weeks of family leave *and* 16 weeks of medical leave during a 24-month period. However, ti law does not réquire employers to specifically pay for leave under DCFMLA, except that employees may use accrued leave

The employer may require medical certification and reasonable prior notice when applicable. An employee is eliqible under the Act if she or he has been employed by the employer for at least 12 consecutive or non-consecutivemonths in the seven years immediately preceding the start of the family or medical leave, and worked at least 1,000 hours during these

The District government is considered a single employer. The above eligibility requirements can be met by considering

The employer must post and maintain this notice in a conspicuous place. An employer that willfully fails to post this notice

Leave under DCFMLA may be taken in blocks of time, intermittently, and in certain circumstances, at a reduced schedule.

may be ordered to pay a fine of up to \$100 for each day the employer fails to post the notice. Filing a Complaint of a Violation

If you believe an employer has wrongfully denied you family or medical leave, or retaliated against you under this statute, you can file a complaint within one year of the incident with the Office of Human Rights (OHR), To file a complaint, visit:

• In-Person at 441 4th Street NW, Suite 570N, Washington, DC 20001. Questions about the OHR process can also be answered by phone at (202) 727-4559.

441 4th Street NW, Suite 570N, Washington, DC 20010

fax: (202) 727-9589

PROTECTING PREGNANT WORKERS FAIRNESS ACT

Office of Human Rights

Tipos de adaptaciones

temporalmente a la

empleada a un puesto

menos extenuante o

peligroso;

• En línea en ohr.dc.gov: o

Conozca sus derechos en el Distrito de Columbia Adaptaciones para el embarazo, el parto y la lactancia materna La Ley de Equidad para la Protección de las Trabajadoras Embarazadas (PPW, por sus siglas en inglés) exige que los empleadores del Distrito de Columbia proporcionen adaptaciones razonables en el lugar de trabajo para las empleadas cuya capacidad para realizar tareas laborales está limitada debido al embarazo, parto, lactancia materna o una cóndición médica relacionada. El empleador debe participar de buena fe y en un proceso interactivo y oportuno para determinar las adaptaciones.

Ley de Equidad para la Protección de las Trabajadoras

Embarazadas Póster para el Lugar de Trabajo

Actualizado: 30 de octubre de 2024

· Descansos más Comprar o modificar Hacer que la frecuentes o equipos de trabajo, empleada se abstenga de levantar prolongados; como sillas: objetos pesados; Tiempo libre para Reestructurar • Reubicación del recuperarse del parto; temporalmente área de trabajo de la el puesto de la empleada: o Transferir empleada para

Los empleadores deben hacer todas las adaptaciones razonables,¹ incluyendo, entre otras:

proporcionarle

modificado:

tareas livianas o un

horario de trabajo

para extraer leche Acciones Prohibidas por Parte de los Empleadores materna. Los empleadores no podrán: • Rechazar una adaptación a menos que cause dificultades o gastos importantes para la empresa; • Tomar medidas adversas contra un empleado por solicitar una adaptación: Negar oportunidades de empleo al empleado debido a la solicitud o necesidad de una adaptación;

• Proporcionar un

no sea un baño)

espacio privado (que

• Exigir que un empleado tome licencia si se puede proporcionar una adaptación razonable; o • Requerir que los empleados acepten una adaptación a menos que sea necesaria para que el empleado realice sus tareas laborales. Certificación del Proveedor de Atención Médica El empleador puede exigir que un empleado proporcione una certificación de un proveedor de atención médica que indique que es aconsejable realizar una adaptación razonable. La certificación debe incluir:

1. La fecha en que la adaptación se volvió o será médicamente aconsejable; 2. Una explicación de la condición médica y la necesidad de una adaptación razonable; y 3. El tiempo probable durante el cual se deberá proporcionar la adaptación. Presentación de una Denuncia por Violación de la Norma Si cree que un empleador le ha negado injustamente una adaptación razonable o le ha discriminado debido a su embarazo, parto, necesidad de amamantar o una condición médica relacionada, puede presentar una queja dentro

administrativo de la Comisión de Derechos Humanos tomarán una determinación final.

• En persona en 441 4th Street NW, Suite 570N, Washington, DC 20001 Las preguntas sobre el proceso de la OHR también se pueden responder por teléfono llamando al

de un año ante la Oficina de Derechos Humanos de DC (OHR, por sus siglas en inglés). Para presentar una queja,

visite: La OHR realizará la mediación y la investigación iniciales. Si existe causa probable, los jueces de derecho

PUBLIC ACCOMMODATIONS

In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code Section 2-1401.01 et seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived: Disability **Place of Residence or Business Political Affiliation Sexual Orientation** Color Religion **Source of Income Family Responsibilities**

Telephone (202) 727-4559 • Fax (202) 727-9589 • www.ohr.dc.gov

OFFICIAL NOTICE

calendar year and be paid at the full District of Columbia's Minimum

1 hour per 100 or 7 days per more employees 37 hours worked calendar year

Under the Act, employees who assert their rights to receive paid sick of employees an employer has, and the number of hours an employee leave or provide information or assistance to help enforce the Act are works. For tipped employees of restaurants or bars, regardless of the protected from retaliation. number of employees the employer has, each tipped employee must

any subsequent offenses.

the complaint is based unless the employer has failed to post notice of

DC-1224

ohr.dc.gov | Email: ohr@dc.gov | Phone: (202) 727-4559 | Fax: (202) 727-9589 | TTY: 771

can investigate possible violations, access employer records, enforce the paid sick leave requirements, order reinstatement of employees who are terminated, as a result of asserting rights to paid sick leave, penalties. An employer who willfully violates the requirements of the Act shall be assessed a civil penalty in the amount of one thousand

The DC Department of Employment Services, Office of Wage and Hour

the Act.