

DISTRICT OF COLUMBIA

LABOR LAW POSTER

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DISTRICT OF COLUMBIA MINIMUM WAGE



GOVERNMENT OF THE DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES

DISTRICT OF COLUMBIA MINIMUM WAGE POSTER

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.

MINIMUM WAGE EXCEPTIONS
The minimum wage provision does not apply in instances where other laws or regulations establish minimum wage rates for the following:

- Handicapped workers may be paid less only when the employer has received an authorizing certificate from the U.S. Department of Labor.
- Persons employed under provisions of the Workforce Innovation and Opportunity Act shall be paid pursuant to that Act.
- Persons employed under provisions of the Youth Employment Act shall be paid pursuant to that Act.
- Persons employed under provisions of the Older Americans Act shall be paid pursuant to that Act.
- Students employed by institutions of higher education may be paid the minimum wage established by the United States government.
- 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.
- The minimum wage provision does not apply to persons:
 - employed in a bona fide executive, administrative, professional, computer, or outside sales capacity or
 - 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:

- In a bona fide executive, administrative, professional, computer, or outside sales capacity.
 - As a seaman, railroad worker, or newspaper carrier.
 - 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.
 - 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/whd.

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.

DISTRICT OF COLUMBIA PAID FAMILY LEAVE



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 employees paid time off from work for qualifying parental, family, medical, and prenatal events. For more information about the Paid Family Leave program, please visit the Office of Paid Family Leave's website at dcpaidfamilyleave.dc.gov.

Covered Workers To receive benefits under the Paid Family Leave program, you must work for a covered employer in DC. To find out if you are a covered worker, you can ask your employer or contact the Office of Paid Family Leave using the contact information below. Your employer is required to tell you if you are covered by the Paid Family Leave program. Additionally, your employer is required to provide you information about the Paid Family Leave program at these three (3) times:

- At the time you were hired.
 - At least once a year; and
 - If you ask your employer for leave that could qualify for benefits under the Paid Family Leave program.
- Covered Events** There are four (4) kinds of Paid Family Leave benefits:
- Parental leave - receive benefits to bond with a new child for up to 12 weeks in a year;
 - Family leave - receive benefits to care for a family member for up to 12 weeks in a year;
 - Medical leave - receive benefits for your own serious health condition for up to 12 weeks in a year; and
 - Prenatal leave - receive benefits for prenatal medical care for up to 2 weeks in a year.
- Maximum Leave Entitlement** Each kind of leave has its own eligibility rules and its own limit on the length of time you can receive benefits in a year. The maximum amount of leave for any combination of parental, family, and medical leave is 12 weeks. However, there is an exception for pregnant women who take

For more information about Paid Family Leave, please visit the Office of Paid Family Leave's website at dcpaidfamilyleave.dc.gov, call 202-899-3700, or email does.opfl@dc.gov.

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

OPFL EE Rev. 11/2024

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 activities
- 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: does.dc.gov/page/office-wage-hour-employees

OFFICE OF HUMAN RIGHTS

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



Office of Human Rights Phone Number: 202-727-4559
Office of Human Rights Website: ohr.dc.gov
File a Human Rights
Claim: ohr.dc.gov/page/tipped-wage-workers-fairness-act

Office of the Attorney General

Office of the Attorney General Website: oag.dc.gov/worker-rights
Phone Number: 202-727-3400

Scan here for more information regarding your employment and labor rights.



BREASTFEEDING RIGHTS & GUIDELINES

OHR WORKPLACE POSTERS:

THE RIGHT TO BREASTFEED

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

- A woman has a right to breastfeed her child in any location, public or private, where she has 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.
 - 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>.
 - The law gives you the right to legal representation if you so choose.
 - 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.

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



Department of Employment Services
LABOR STANDARDS BUREAU

OFFICE OF WORKERS' COMPENSATION

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

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

- TO EMPLOYEES**
You are required by law to report promptly to your employer and the Office of Workers' 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 to your employer.
- 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.
- 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.
- In order to preserve your right to benefits under the DC Workers' Compensation Law, you must file a written claim on Form No. 7 DCWC, Employee's Claim Application, within one (1) year after your injury, or within one (1) year after the last payment of benefits.
- 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>.
- The law gives you the right to legal representation if you so choose.

TO EMPLOYERS
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

Address:

Phone:

Employer ID Number (if number unknown employee to request from IRS)

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

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):*

- Race
- Sex (including pregnancy)
- National Origin
- Religion
- Age
- Marital Status
- Personal Appearance
- Sexual Orientation
- Gender Identity or Expression
- Family Responsibilities
- Matriculation
- Political Affiliation
- Genetic Information
- Disability
- 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 Act did occur.

DC Family and Medical 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 of unpaid family leave:

- 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:

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

During the period of leave, an employee should not lose benefits such as seniority or group health plan coverage. The 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 non-consecutive months in the seven years immediately preceding the start of the family or medical leave, and worked at least 1,000 hours during these 12 months.

DC Parental Leave Act

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 leave** during any 12 month period to attend or participate in school-related events for his or her child.

A parent is defined as the:

- 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 to a person listed above.

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:

- 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.

Office of Human Rights
DISTRICT OF COLUMBIA
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

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 Services. 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 - Headquarters	American Job Center - Northwest	American Job Center - Northeast	American Job Center - Southeast	American Job Centers Hours of Operation:
4058 Minnesota Avenue, N.E. Washington, DC 20019 (202) 724-2337	Frank D. Reeves Municipal Center 2000 14th Street, N.W., 3rd Floor Washington, DC 20009 (202) 442-4577	CCDC - Bertie Backus Campus 5171 South Dakota Avenue, N.E., 2nd Floor Washington, DC 20017 (202) 576-3092	3720 Martin Luther King, Jr. Avenue, S.E. Washington, DC 20032 (202) 741-7747	Monday - Thursday 8:30 a.m. - 4:30 p.m. Friday 9:30 a.m. - 4:30 p.m.

You may also apply for benefits through the Internet at www.dcnetworks.org.
IMPORTANT: Employees must display this Notice To Employees prominently on the work premises. Additional copies may be furnished upon request by calling (202) 698-7550.
Rev. 02.01.2015

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 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 unreasonably difficult.

Definition of Parent or Guardian

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

- 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:

- 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 (202) 727-4559.

Office of Human Rights
DISTRICT OF COLUMBIA
ohr.dc.gov phone: (202) 727-4559 fax: (202) 727-9589 441 4th Street NW, Suite 570N, Washington, DC 20010

* 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.

PROTECTING PREGNANT WORKERS FAIRNESS ACT

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 (PPWF) 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 accommodations.

Types of Accommodations

Employers must make all reasonable accommodations,* including but not limited to:

- More frequent or longer breaks;
- Time off to recover from childbirth;
- Temporarily transferring the employee to a less strenuous or hazardous position;
- Purchasing or modifying work equipment, such as chairs;
- Temporarily restructuring the employee's position to provide light duty or a modified work schedule;
- Having the employee refrain from heavy lifting;
- Relocating the employee's work area; or
- Providing private (non-bathroom) space for expressing breast/chest milk.

Prohibited Actions by Employers

Employers may not:

- 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;
- Require an employee to leave a job if a reasonable accommodation can be provided; or
- Require employees to accept an accommodation unless it's necessary for the employee to perform her job duties.

Certification from Health Care Provider

The employer may require an employee to provide certification from a health care provider indicating a reasonable accommodation is advisable. The certification **must include**:

- The date the accommodation became or will become medically advisable;
- An explanation of the medical condition and need for a reasonable accommodation; and
- 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 (202) 727-4559.

* 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.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
MURIEL BOWSER, MAYOR

Ley de Equidad para la Protección de las Trabajadoras Embarazadas

Actualizado: 30 de octubre de 2024

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 o tareas laborales estén limitada debido al embarazo, parto o lactancia materna o una condición médica relacionada. El empleador debe participar de buena fe y en un proceso interactivo y oportuno para determinar las adaptaciones.

Tipos de adaptaciones

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

- Descanos más frecuentes o prolongados;
- Tiempo libre para recuperarse del parto;
- Transferir temporalmente a la empleada a un puesto menos extenuante o peligroso;
- Comprar o modificar equipos de trabajo, como sillas;
- Reestructurar temporalmente el puesto de la empleada para proporcionar tareas livianas o un horario de trabajo modificado;
- Hacer que la empleada se abstenga de levantar objetos pesados;
- Reubicación del área de trabajo de la empleada o
- Proporcionar un espacio privado (que no sea un baño) para extraer leche materna.

Acciones Prohibidas por Parte de los Empleadores

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;
- Exigir que un empleado tome licencia si se puede proporcionar una adaptación razonable; o
- Requirir 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:

- La fecha en que la adaptación se volvió o será médicamente aconsejable;
- Una explicación de la condición médica y la necesidad de una adaptación razonable; y
- 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 am