

# CHICAGO CITY LABOR LAW POSTER

## OFFICE OF LABOR STANDARDS



## OFICINA DE ESTÁNDARES LABORALES



### MINIMUM WAGE

SETS MINIMUM WAGE IN CHICAGO (MCC 6-105)

July 1, 2023 Effective Date	Large Employers 21 or more employees	Small Employers 4 to 20 employees	Youth Workers	Tipped Workers		
				Large	Small	Youth
Min Wage	\$15.80	\$15.00	\$13.50	\$9.48	\$9.00	\$8.10
Overtime Min Wage	\$23.70	\$22.50	\$20.25	\$17.38	\$16.50	\$14.85

All Domestic Workers must receive at least the \$15.80 minimum wage.  
If the tipped wage plus tips does not equal the minimum wage, the Employer must make up the difference.



### PAID SICK LEAVE

REQUIRES PAID LEAVE FOR MEDICAL OR SAFETY REASONS (MCC 6105)

Employers must provide Employees with Paid Sick Leave (PSL) to care for themselves or a family member if they work at least 80 hours within any 120-day period.

Earning Leave	Using Leave	Carrying Over
1 hour of PSL for every 40 hours worked (up to 40 hours in a 12-month period) may be accrued.	Up to 40 hours first year (up to 60 hours during the second 12-month period) may be used.	One half of PSL hours can be carried over between 12 month periods (up to 20 hours). In certain cases, up to 40 hours may be carried over.



### WAGE THEFT

FORBIDS THE THEFT OF WAGES AND BENEFITS (MCC 6105)

Wage Theft	Violations and Fines
• Wage Theft means the non-payment of wages, including paid time off or other paid benefits	• Employees can recoup unpaid wages plus damages
• Employers must pay Employees on time	• Violators may be subject to fines or civil actions



### HUMAN TRAFFICKING

WORKERS ARE PROTECTED UNDER CHICAGO AND ILLINOIS LAW

If you or someone you know is being forced to engage in any activity or forced to work, cannot leave, is having their wages taken, has had their passport or ID taken away, or is being threatened with deportation if they don't work, Call the National Human Trafficking Hotline 1-888-373-7888 or Text "HELP" to 233733 to access free help and services. Available at all times in 160 languages and operated by a nongovernmental organization.



### FILE A COMPLAINT

Call 311, use the CHI 311 app, or file a Complaint Form at [Chicago.gov/LaborStandards](http://Chicago.gov/LaborStandards).



For further detail, including a full list of exempted Employees, visit [Chicago.gov/LaborStandards](http://Chicago.gov/LaborStandards) or contact the Office of Labor Standards at [bacplaborstandards@cityofchicago.org](mailto:bacplaborstandards@cityofchicago.org) or 312-744-2211. This Notice must be displayed in a conspicuous place at the place of employment and provided with each Covered Employee's first paycheck. Retaliation is prohibited. Notice effective on July 1, 2023. Last updated July 1, 2023.



### FAIR WORKWEEK

REQUIRES PREDICTABLE SCHEDULES AND PAYMENT FOR SCHEDULE CHANGES (MCC 6-110)

Employers must provide Workers a written estimate of days and hours of work prior to or upon employment  
Employers must post Work Schedules with at least 14 days' notice

When Employers make changes to the Work Schedule less than 14 days before the Work Schedule starts	Subtracts hours Adds hours Changes shifts with no loss of hours	Workers must receive one hour of additional pay for every impacted shift
When Employers make changes to a shift less than 24 hours before the shift starts		
Subtracts hours	Workers must receive 50% of their pay for the lost hours	
Adds hours	Workers must receive one hour of additional pay for every impacted shift	

Workers may decline hours that occur less than 10 hours after the end of the previous day's shift  
Workers must be paid 1.25 times regular pay for any shift that begins less than 10 hours after the end of the previous day's shift

#### WHO IS COVERED BY THE FAIR WORKWEEK ORDINANCE?

Employees who work a majority of time in Chicago, in a covered industry and earn \$59,161.50 per year (salary) or \$30.80 per hour (hourly) or less. This includes temp workers on assignment for 420 hours within an 18-month period.

Employers primarily engaged in a covered industry (building services, healthcare, hotel, manufacturing, restaurant, retail, or warehouse services) that employ 100 or more employees (250 for not for profits), at least 50 of whom are covered by the Ordinance. Franchisees with more than 3 locations might be Employers.



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For further detail, visit [www.chicago.gov/laborstandards](http://www.chicago.gov/laborstandards) or contact the Office of Labor Standards at [bacplaborstandards@cityofchicago.org](mailto:bacplaborstandards@cityofchicago.org) or 312-744-2211. This Notice must be displayed in a conspicuous place at the place of employment and provided with each covered employee's first paycheck. Retaliation is prohibited. Notice effective on July 1, 2023. Last updated July 1, 2023.

### EMPLOYEES HAVE THE RIGHT TO BE FREE FROM SEXUAL HARASSMENT IN THE WORKPLACE

The City of Chicago has a strict zero tolerance policy against all forms of sexual harassment. Sexual harassment is defined as any unwelcome sexual advances or requests for sexual favors or conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; or (2) submission to or rejection of such conduct by an individual is used as the basis for any employment decision; or (3) such conduct substantially interferes with an individual's work performance or creates an intimidating, hostile or offensive working environment; or (4) behavior of a sexual nature which involves coercion, abuse of authority, or misuse of an individual's employment position.

#### RETALIATION

It is also unlawful for employers to retaliate against an employee because the employee complained about sexual harassment, filed a complaint regarding sexual harassment or participated in an investigation into a sexual harassment complaint.

#### REPORT SEXUAL HARASSMENT

To report sexual harassment:

- Notify your immediate supervisor, or if the harasser is your supervisor, another manager.
- Contact your employer's human resources or personnel department.
- Contact the Chicago Commission on Human Relations to file a complaint.

Chicago Commission on Human Relations  
740 N. Sedgwick, 4<sup>th</sup> Floor, Chicago, IL 60654  
(312) 744-4111 • (312)744-1081 (fax) • (312)744-1088 (TTY)  
[www.Chicago.gov/CCHR](http://www.Chicago.gov/CCHR) • [cchr@cityofchicago.org](mailto:cchr@cityofchicago.org)

Employers shall display this poster in a location where employees commonly gather.



### SALARIO MÍNIMO

FIJA SALARIO MÍNIMO EN CHICAGO (MCC 6105)

1 julio 2023 Fecha de vigencia	Grandes empleadores 21 o más empleados	Pequeños empleadores 4 a 20 empleados	Trabajadores Juveniles	Trabajadores de Propina
Salario Mínimo	\$15.80	\$15.00	\$13.50	\$9.48 \$9.00 \$8.10
Salario Mínimo de Horas Extra	\$23.70	\$22.50	\$20.25	\$17.38 \$16.50 \$14.85

Todas las trabajadoras del hogar deben recibir al menos el salario mínimo de \$15.80. Si el salario con propina más las propinas no equivalen al menos al número de horas trabajadas multiplicado por el salario mínimo, el Empleador debe compensar la diferencia.



### LICENCIA PAGA POR ENFERMEDAD

REQUIERE LICENCIA PAGA POR RAZONES MÉDICAS O DE SEGURIDAD (MCC 6-105)

Los empleadores deben proporcionar a los empleados una licencia por enfermedad paga (PSL) para cuidarse a sí mismos o a un familiar si trabajan al menos 80 horas dentro de cualquier período de 120 días.

Derecho a licencia	Uso de la licencia	Transferencias
Se puede acumular 1 hora de PSL por cada 40 horas trabajadas (hasta 40 horas en un período de 12 meses).	Se pueden utilizar hasta 40 horas el primer año (hasta 60 horas durante el segundo período de 12 meses).	La mitad de las horas de PSL se pueden transferir entre períodos de 12 meses (hasta 20 horas). En ciertos casos, se pueden transferir hasta 40 horas.



### ROBO DE SALARIO

PROHIBE EL ROBO DE SALARIOS Y BENEFICIOS (MCC 6105)

Robo de Salario	Infracciones y multas
• Robo de salario significa la falta de pago de salarios, incluido el tiempo libre pagado u otros beneficios pagados	• Los empleados pueden recuperar los salarios impagos más los daños
• Los empleadores deben pagar a los empleados a tiempo	• Los infractores pueden estar sujetos a multas o acciones civiles



### TRATA DE PERSONAS

LOS TRABAJADORES ESTÁN PROTEGIDOS BAJO LA LEYES DE CHICAGO E ILLINOIS

Si usted o alguien que conoce se ve obligado a participar en cualquier actividad o a trabajar, no puede irse, le quitan el salario, le quitan el pasaporte o la identificación, o lo amenazan con la deportación si no trabaja, Llame a la línea directa nacional contra la trata de personas 1 888 373 7888 o envíe un mensaje de texto con la palabra "HELP" al 233733 para acceder a ayuda y servicios gratuitos. Disponible en todo momento en 160 idiomas y operado por una organización no gubernamental.



### ARCHIVE UNA DEMANDA

Llame al 311, use la aplicación CHI 311 o presente un formulario de queja en [Chicago.gov/LaborStandards](http://Chicago.gov/LaborStandards).



Para obtener más detalles, incluida una lista completa de los Empleados exentos, visite [Chicago.gov/LaborStandards](http://Chicago.gov/LaborStandards) o comuníquese con la Oficina de Normas Laborales en [bacplaborstandards@cityofchicago.org](mailto:bacplaborstandards@cityofchicago.org) o al 312-744-2211. Este Aviso debe mostrarse en un lugar visible en el sitio de empleo y debe proporcionarse con el primer cheque de pago de cada empleado cubierto. Las represalias están prohibidas. Aviso vigente a partir del 1 de julio de 2022. Última actualización: 1 de julio de 2023.



### AVISO DE SEMANA LABORAL JUSTA

REQUIERE HORARIOS PREDICIBLES Y PAGO POR LOS CAMBIOS DE HORARIO (MCC 6-110)

Los empleadores deben proporcionar a los trabajadores una estimación por escrito de los días y horas de trabajo antes o al momento de iniciar el empleo. Los empleadores deben publicar los horarios de trabajo con al menos 14 días de anticipación

Cuando los empleadores hagan cambios en el horario de trabajo menos de 14 días antes de que comience el horario de trabajo	Resta horas Agrega horas Cambia turnos sin pérdida de horas	Los trabajadores deben recibir una hora de pago adicional por cada turno afectado
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