Know Your Rights: Workplace Discrimination is Illegal

• Employees (current and former), including managers

Union members and applicants for membership in a union

What Types of Employment Discrimination are Illegal?

Under the EEOC's laws, an employer may not discriminate

• Sex (including pregnancy, childbirth, and related medical

· Genetic information (including employer requests for,

or purchase, use, or disclosure of genetic tests, genetic

promotion, discharge, pay, fringe benefits, job training, classification, referral, and other

conditions, sexual orientation, or gender identity)

services, or family medical history)

Who is Protected?

Staffing agencies

bases of:

Color

Religion

National origin

• Age (40 and older)

and temporary employees

Most private employers

What Organizations are Covered?

• State and local governments (as employers)

Educational institutions (as employers)

**MASSACHUSETTS & FEDERAL LABOR LAW POSTER** 

**UNEMPLOYMENT INSURANCE** 

THE COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF UNEMPLOYMENT ASSISTANCE

EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT

Information on Employees' **Unemployment Insurance Coverage** 

Employer's Name Employer DUA ID #

Employer's Address

Employees of this business or organization are covered by Unemployment Insurance (UI), a program financed entirely by Massachusetts employers. No deductions are made from your salary to cover the cost of your Unemployment Insurance benefits. If you lose your job, you may be entitled to collect Unemployment Insurance. Outlined below is the information you need in order to apply for Unemployment Insurance (UI) benefits. Your employer must give you a copy of the pamphlet: How to File a Claim for Unemployment Insurance Benefits, within 30 days of your last day of work. This pamphlet is provided to your employer by the Massachusetts Department of Unemployment Assistance (DUA). You must be in the United States, its territories, or Canada when filing a claim or certifying for weekly UI benefits.

There are two ways to apply for UI Benefits:

Apply online at mass.gov/unemployment-insurance-ui-for-workers

To file a claim online, you must create a MyMassGov personal account at mass.gov/how-to/register-for-a-mymassgov-personalaccount. Then go to the Unemployment Services website at https://unemployment.mass.gov/Claimants/ / and login using your MyMassGov account. Unemployment Services for Workers is a secure, easy to use, self-service system. You can apply for benefits, reopen an existing claim, request weekly benefit payments, check your claim status, sign up for direct deposit, update your address, and even file an appeal online. To apply for benefits online, visit mass.gov/unemployment-insurance-ui-for-workers, and complete the

Unemployment Insurance services are available by phone. You can apply for Unemployment Insurance benefits, reopen a current claim, obtain up-to-date information on the status of your claim and benefit payment, resolve problems, and sign up for direct deposit, all by phone. To apply for benefits by phone, call the TeleClaim Center at 1 (877) 626-6800. You will be asked to enter your Social Security Number and the year you were born. You will then be connected to an agent who will take the information necessary to file your claim.

Weekly

Marry or divorce?

Change your name

gains, etc.)?

or ended a job)

unwanted touc

leering at a perso

contact • showing

hostility • sexua

assault

staring o

or hostili

biects oi

• 10kes •

unwante

at a perso

sexual in

touching

person •

Gain or lose a dependent?

Were there major changes to...

Your family wage income (you or your spouse started)

inmediatamente.

сделать перевод документа. imediatamente Este documento contiene información mportante. Por favor, consiga una traducción nmediatamente. 본 문서에는 중요한 정보가 포함되어 Tài liệu này có chứa thông tin quan trọng. 있습니다. 본 문서를 즉시 번역하도록

number assigned to the employer by the Department of Unemployment Assistance.

Bi-Weekly

تحتوي هذه الوثيقة على معلومات هامة. ឯកសារនេះមាននូវព័ត៌មានដ៏សំខាន់ ។ សូមបកប្រែវាជាបន្ទាន់ ។ Ce document contient des informations

importantes. Veuillez le faire traduire

此文件含有重要信息

يرجى ترجمتها فورًا.

mass.gov/dua

請立即找人翻譯。

Vui lòng dịch tài liệu này ngay. IMPORTANT: Massachusetts General Law, Chapter 151A, Section 62A requires that this notice be displayed at each site operated by an employer, in a conspicuous place, where it is accessible to all employees. It must include the name and mailing address of the employer, and the identification

An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. For hearing-impaired relay services, call 711.

# **NO SMOKING**

To report a violation, contact the

Massachusetts Department of Public Health at 1-800-992-1895 Massachusetts Smoke-Free Workplace Law By order of: M.G.L. Chapter 270, Section 22

PAYDAY NOTICE

**Regular Paydays for Employees of** 

(Company Name) Shall be as follows

WITHHOLDING STATUS

YOU MAY NEED TO CHECK YOUR WITHHOLDING

Since you last filed form W-4 with your employer did **Employer:** Please post or publish this Bulletin Board If you can answer "YES"... Poster so that your employees will see it. Please indicate

To any of these questions or you owed extra tax when where they can get forms and information on this you filed your last return, you may need to file a new subject. See your employer for a copy of Form W-4 or call the IRS · Your nonwage income (interest, dividends, capital at 1-800-829-3676.

(Rev. 8-2009) Department of the Treasury Internal Revenue Service www.irs.gov

objects or pictures • rape

jokes • probing personal

vitations or requests for

sexual innuendos • jokes

ctures • rape • assault

ridicule or

Withholding?, or use the Withholding Calculator at www.irs.gov/individuals on the IRS web site.

## SEXUAL HARASSMENT ACT

probing personal showing lewd ob innuendos • joke assault • indece questions • unw dates or sex • rap probing perso indecent exposi

does not have to be tolerated

**It's Illegal**.

bing personal questions ent exposure • staring or nted touching • physical If you are being sexually harassed, report it

its for dates or sex • staring or leering at a person • **ridicule or hostility** • sexual innuendos • jokes

owing lewd immediately to your supervisor or contact: innuendos • • persisten

tility • sexua Sexual Harassment Officer ictures • rape ile or hostility • sexual innuendos • jokes • probing persona

objects or pictures • rape • assault • indecent exposure • jokes • probing personal questions • unwanted touching indecent exposure • staring or leering at a person • ridicule

ns • unwanted touching • physical contact • showing lewd leering at a person • ridicule or hostility • sexual innuendos contact • showing lewd objects or pictures • rape • assault ity • sexual innuendos • jokes • tures • rape • assault • indecer personal questions • unwante sure • staring or leering at a p

touching • • jokes • probing p rape • assault • indecent expe personal questions • unwant

sexual innuendos • jokes • probing personal questions • unwanted touching • physical contact • assault • indecent exposure

### DISCRIMINATION FAIR EMPLOYMENT IN MASSACHUSETTS

Applicants to and employees of private employers with 6 or more employees\*, state and local governments, employment agencies and labor organizations are protected under Massachusetts General Laws Chapter 151B from discrimination on the following bases: RACE, COLOR, RELIGION, DISABILITY, NATIONAL ORIGIN, AGE, SEX, PREGNANCY AND PREGNANCY-RELATED CONDITIONS. GENDER IDENTITY. SEXUAL ORIENTATION, GENETIC INFORMATION, ANCESTRY, MILITARY SERVICE

in hiring, promotion, discharge, compensation, benefits, training, employment. Disability discrimination may include failing to reasonably on and other aspects of employment on the basis of race, colo religion, disability, national origin (including unlawful language proficiency requirements), age (if you are 40 years old or older), sex, pregnancy or a condition related to pregnancy, gender identity, sexual orientation, genetic information, ancestry, and military service. Religious discrimination includes failing to reasonably accommodate an employee's religious practices where the accommodation does not impose an undue hardship.

HARASSMENT Sexual harassment includes sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when (a) submission to or rejection of such advances, requests or conduct is made explicitly or implicitly a term or condition of employment or as a basis for employment decisions; (b) such advances, requests or conduct have the purpose or effect of unreasonably interfering with a person's work performance by creating an intimidating, hostile, humiliating or sexually

discrimination on the basis of pregnancy and pregnancy-related conditions, and the protections these employees are entitled to receive.

has completed an initial probationary period and has given two (2)weeks' notice of the anticipated date of departure and the employee's intention to return, at least eight (8) weeks of paid or unpaid leave for the purpose of childbirth, adoption of a child under 18, or adoption of a child under 23 years old if the child has a mental or physical disability. **DISABILITY** M.G.L. c. 151B prohibits discrimination the basis of disability, a

record of disability or perceived disability, in hiring, promotion, discharge, Rev. 4/17/2025

**RETALIATION** It is illegal to retaliate against any person because they have opposed any discriminatory practices or because they have filed a complaint, testified, or assisted in any proceeding before the Commission. It is also illegal to aid, abet, incite, compel or coerce any act forbidden under M.G.L. c. 151B, or attempt to do so. **DOMESTIC WORKERS** M.G.L. c. 151B prohibits discrimination and harassment

against certain domestic workers where the employer has one (1) or more employee.\* While some exclusions apply,domestic workers generally include individuals paid to perform work of a domestic nature within a household on a regular basis, such as housekeeping, housecleaning, nanny services, and/or caretaking. Employers are prohibited from engaging in sexual harassment and harassment and/or discrimination based on the protected classes described above, i.e. race, color, etc. Domestic workers are also entitled to parental leave. **CRIMINAL HISTORY INQUIRIES** The law prohibits employers from asking applicants on an initial employment application for any criminal background information unless an exemption by statute or regulation exists.

been harassed or discriminated against, you should immediately file a charge of discrimination with the Massachusetts Commission **Against Discrimination**, (mass.gov/MCAD), at one of the offices below. An agreement with your employer to arbitrate your discrimination claim(s) does not bar you from filing a charge of discrimination.

MCAD Boston Office: 1 Ashburton Pl., Suite 601, Boston, MA 02108 – P: 617-994-6000 F: 617-994-6024 MCAD Springfield Office: 436 Dwight St., Room 220, Springfield, MA 01103 – P: 413-739-2145 F: 413-784-1056

MCAD Worcester Office: 18 Chestnut St., Room 520, Worcester, MAO 1608 I Phone: 508-453-9630 Fax: 508-755-3861 For more information, please see our website: www.mass.gov/mcad/

#### EMPLOYEE POLYGRAPH PROTECTION ACT EMPLOYEE RIGHTS | EMPLOYEE POLYGRAPH PROTECTION ACT

employment screening or during the course of employment. **PROHIBITIONS** Employers are generally prohibited from requiring or requesting any employee or job applicant to take a lie detector test, and

from discharging, disciplining, or discriminating against an employee or prospective employee for refusing to take a test or for exercising other rights under the Act. **EXEMPTIONS** Federal, State and local governments are not affected

by the law. Also, the law does not apply to tests given by the Federal Government to certain private individuals engaged in national security-related activities. The Act permits polygraph (a kind of lie detector) tests to be administered in the private sector, subject to THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS POSTER restrictions, to certain prospective employees of security service WHERE EMPLOYEES AND JOB APPLICANTS CAN READILY SEE IT. firms (armored car, alarm, and guard), and of pharmaceutical manufacturers, distributors and dispensers. The Act also permits polygraph testing, subject to restrictions, of certain employees of private firms who are reasonably suspected of involvement in a economic loss to the employer. The law does not preempt any

· Immediately notify your employer that you have been injured.

• Tell the medical provider that you have been injured at work and give the information below

Employer HR/Workers' Compensation Contact:

Phone Number

Insurance Carrier

Medical Facility:

The Employee Polygraph Protection Act prohibits most private provision of any State or local law or any collective bargaining employers from using lie detector tests either for pre- agreement which is more restrictive with respect to lie detector

> subject to numerous strict standards concerning the conduct and length of the test. Examinees have a number of specific rights, including the right to a written notice before testing, the right to refuse or discontinue a test, and the right not to have test results disclosed to unauthorized persons. **ENFORCEMENT** The Secretary of Labor may bring court actions to

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

**WAGE AND HOUR DIVISION** DEPARTMENT OF LABOR







Revised June 2024





See any OSHA citations issued to your employer.

### FMLA - FAMILY AND MEDICAL LEAVE ACT

**Your Employee Rights Under the Family and Medical Leave Act** 

/hat is FMLA leave? The Family and Medical Leave Act (FMLA) is a federal law that You **do <u>not</u> have to share a medical diagnosis** but must provide enough information to your employer so they can determine whether the leave qualifies for FMLA protection. You must also inform your employer if FMLA leave was previously taken or approved for the same reason when requesting additional leave. Your **employer** may request certification from a health care provider to verify medical leave and may request certification of a qualifying exigency. 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 ater family or medical leave rights 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 sional employees are also covered by the law but are subject to the jurisdiction of the U.S. Office of Personnel Management or Congress. What does my employer need to do? If you are eligible for FMLA leave, your

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

About your FMLA rights and responsibilities, and How much of your requested leave, if any, will be FMLA-protected leave. here can I find more information Call 1-866-487-9243 or visit dol.gov/fmla to learn more.

If you believe your rights under the FMLA have been violated, you may file a complaint with WHD or file a private lawsuit against







Paid Family and Medical Leave (PFML)

Available Leave

Follow your employer's normal policies for requesting leave,

Give notice at least 30 days before your need for FMLA leave, or

Personnel Management.

seniority as of the date of leave.

Medical Leave

using earned sick time after 90 days

YOUR RIGHTS UNDER USERRA

perform service in the uniformed service and:

while with that particular employer;

under other than honorable conditions.

service or, in some cases, a comparable job.

employment, because of this status.

conclusion of service; and

Covered individuals may be entitled to family and medical leave for the following reasons:

up to 20 weeks of paid medical leave in a benefit year if they have a serious health condition that incapacitates them from work. up to 12 weeks of paid family leave in a benefit year related to the birth, adoption, or foster care placement of a child, to care for a family member with a serious health condition, or because of a qualifying exigency arising out of the fact that a family member is on active duty or has been notified of an impending call to active duty in the Armed Forces.

To fund PFML benefits, employers may deduct payroll contributions of up to 0.46% (adjusted annually) from a covered individual's wages or other earnings. A covered individual's average weekly earnings will determine his or her benefit amount, for a maximum weekly benefit of up to \$1,170.64 (adjusted annually).

covered by unemployment insurance in Massachusetts and paid wages by a Massachusetts employer; or a self-employed individual who resides and works in Massachusetts and chooses to opt-in to the program; and

has earned at least 30 times the expected benefit and at least \$6,300 (adjusted annually) in the last four completed quarters preceding the application for benefits

Health Insurance Generally, an employee who has taken paid family or medical leave must be

Employers must provide for, contribute to, or otherwise maintain the restored to the employee's previous position or to an equal position, with employee's employment-related health insurance benefits, if any, at the the same status, pay, employment benefits, length-of-service credit, and level and under the conditions coverage would have been provided if the employee had continued working continuously for the duration of such leave. These job protections do not apply to former employees, independent

ontractors, or self-employed individuals. If an employer offers employees paid family leave, medical leave, or both, with benefits that are at least as generous as those provided under the law, the employer may apply for an exemption from paying the contributions. Employees continue to be protected from discrimination and retaliation under the law

Name of Private Insurer: Private plan is for: Medical Family Both City, State & Zip Code:

No Retaliation or Discrimination • It is unlawful for an employer to discriminate or retaliate against an employee for exercising any right to which s/he is entitled under the law.

An employee or former employee who is discriminated or retaliated against for exercising rights under the law may, not more than three years after the violation occurs, institute a civil action in the superior court, and may be entitled to damages of as much as three times his or her lost wages.

> If you have questions or concerns about your PFML rights, call: (833) 344-7365 or visit: https://www.mass.gov/DFML This notice must be posted in a conspicuous place on the employer's premises.

> > appointment. It can be used to address the effects of domestic violence on

• Using sick time for other purposes is not allowed and may result in an

## **Notice of Employee Rights**

employee being disciplined.

**NOTICE & VERIFICATION** 

All employees in Massachusetts can earn sick time This includes full-time, part-time, temporary, and seasonal employees.

Employees earn 1 hour of sick time for every 30 hours they work. Employees can earn and use up to 40 hours per year Employees with unused earned sick time at the end of the year can rollover up to 40 hours. Employees begin earning sick time on their first day of work and may begin

CAN AN EMPLOYER HAVE A DIFFERENT POLICY? Yes. Employers may have their own sick leave or paid time off policy, so long as employees can use at least the same amount of time, for the same reasons, and with the same job protections as under the Earned Sick Time Law

For example, employers may not assign disciplinary points to covered absences, take work hours away from an employee for calling out, or fire an employee to asserting sick leave rights. WILL IT BE PAID? • If an employer has 11 or more employees, sick time must be paid.

For employers with fewer than 11 employees, sick time may be unpaid. • Paid sick time must be paid on the same schedule and at the same rate as regular wages WHEN CAN IT BE USED?

you return to work or apply for reemployment in a timely manner after

f you are eligible to be reemployed, you must be restored to the job and

you have not been separated from service with a disqualifying discharge or

pénefits you would have attained if you had not been absent due to military

f you: • are a past or present member of the uniformed service; • have applied

or membership in the uniformed service; or • are obligated to serve in the

uniformed service; then an employer may not deny you: • initial employment

reemployment; • retention in employment; • promotion; or • any benefit of

n addition, an employer may not retaliate against anyone assisting in the

requirement by displaying the text of this notice where they customarily place notices for employees

 An employee can use sick time when the employee or the employee's child, spouse, parent, or spouse's parent is sick or has a routine medical

DO YOU HAVE QUESTIONS? **Call** the Fair Labor Division at 617-727-3465

**Visit** www.mass.gov/ago/earnedsicktime The Attorney General enforces the Earned Sick Time Law and regulations. It is unlawful to violate any provision of the Earned Sick Time Law. Violations of any provision of the Earned

Office of the Attorney General English - December 2024

all deductions or increases made during the pay period. M.G.L. Chapter 149, Section 148; 454 C.M.R. 27.05 deduction to be made for the employee's own benefit (such as to put money

An employer cannot take money from an employee's pay for the employer's

the employee's job). An employer who requires an employee to buy or rent a uniform must refund the actual costs to the employee. The law also puts limits on when and how much money an employer can take from an employee's pay for housing and meals the employer gives to the employee

Hours worked or "working time" includes all time that an employee must be on

normal shift to complete the work. Most employees who work more than 6 hours must get a 30-minute meal break. During their meal break, employees must be free of all duties and free to leave the workplace. If, at the request of the employer, an employee agrees to

Employers must keep payroll records for 3 years. Employees have the right to see their own payroll records at reasonable times and places.

Payroll records must include the employee's name, address, job/occupation, amount paid each pay period, and hours worked (each day and week).

paid for that time.

they work, and they may earn and take up to 40 hours of sick leave a year. to report a worker to immigration authorities because the worker complained Employees begin accruing sick time on their first day of work. Employees must about a violation of rights, the employer can be prosecuted and/or subject

have access to their sick leave 90 days after starting work.

**Employees Under 18 – Child Labor** All employers in Massachusetts must follow state and federal laws for employees who are under 18 (minors). These laws say when, where, and how long minors may work. They also say what kinds of work or tasks minors must NOT do.

**Dangerous Jobs & Tasks Minors Must Not Do** Must Not

power-driven machines 14 & 15 • Cook (except on electric or gas

broilers, or pressure cookers Operate, clean or repair power-driven food slicers, grinders, choppers, processors, cutters, and mixers

 Work at a job that requires that the employee have or use a firearm • Use, clean or repair certain kinds of grills that do not have open flames). operate fryolators, rotisseries, NIFCO

workplaces These are just some examples of tasks prohibited under both state and federal law. For a complete list of prohibited jobs for minors, contact the Attorney General's Fair Labor Division: (617) 727-3465

alcoholic beverages · Work 30 or more feet off of Work in freezers or meat coolers

construction sites, manufacturing plants, mechanized workplaces, garages, tunnels, or other risky Under 14 • Minors under 14 cannot work in Massachusetts in most cases.

Work Permits Required - Most workers under 18 must obtain a work permit. Employers must keep their minor workers' work permits on file at the worksite.

16 & 17 • Drive most motor vehicles or forklifts • Handle, serve, or sell Perform any baking activities Work in or near factories.

**Massachusetts Commission Against Discrimination NOTICE: PARENTAL LEAVE IN MASSACHUSETTS** Issued: May 17, 2023

PARENTAL LEAVE FOR THE PURPOSE OF GIVING BIRTH OR ADOPTION OF A CHILD. ELIGIBLE ON THE DATE THE LEAVE COMMENCED. IF THEY TERMINATE PARENTAL LEAVE WITHIN EIGHT WEEKS. THE GUARANTEE OF A SAME OR SIMILAR POSITION IS SUBJECT TO CERTAIN EMPLOYEES ARE ELIGIBLE IF THEY COMPLY WITH THE FOLLOWING CONDITIONS: ACCRUED SICK LEAVE BENEFITS SHALL BE PROVIDED FOR PARENTAL LEAVE PURPOSES UNDER . THE EMPLOYEE HAS COMPLETED AN INITIAL PROBATIONARY PERIOD SET BY THE THE SAME TERMS AND CONDITIONS WHICH APPLY TO OTHER TEMPORARY MEDICAL EMPLOYER WHICH DOES NOT EXCEED THREE MONTHS OR, IN THE EVENT THE DISABILITIES. ANY EMPLOYER POLICY OR COLLECTIVE BARGAINING AGREEMENT WHICH EMPLOYER DOES NOT UTILIZE A PROBATIONARY PERIOD FOR THE POSITION IN PROVIDES FOR GREATER OR ADDITIONAL BENEFITS THAN THOSE OUTLINED IN THIS NOTICE

WRITING, PRIOR TO THE COMMENCEMENT OF LEAVE AND PRIOR TO ANY SUBSEQUENT DOMESTIC WORKERS MUST PROVIDE TWO WEEKS' NOTICE BUT ARE NOT REQUIRED EXTENSION OF LEAVE THAT TAKING LONGER THAN EIGHT WEEKS OF LEAVE SHALL RESULT IN TO BE FULL TIME OR COMPLETE AN INITIAL PROBATIONARY PERIOD. THE DENIAL OF REINSTATEMENT OR THE LOSS OF OTHER RIGHTS AND BENEFITS

## EMPLOYEE RIGHTS UNDER THE FAIR LABOR STANDARDS ACT

The law requires employers to display this poster where employees can readily see it. **OVERTIME PAY** At least 1 ½ times your regular rate of pay for all hours worked over 40 in a workweek.

. GIVES TWO WEEKS' NOTICE OF THE ANTICIPATED DEPARTURE DATE AND NOTICE

THAT THEY INTEND TO RETURN TO THE JOB, OR PROVIDE NOTICE AS SOON AS IS

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. PUMP AT WORK The FLSA requires employers to provide reasonable break time for a nursing employee to express breast milk for her 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. **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

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. CHILD LABOR An employee must be at least 16 years old to work in most The law also prohibits retaliating against or discharging workers who file a non-farm jobs and at least 18 to work in non-farm jobs declared hazardous by complaint or participate in any proceeding under the FLSA. the Secretary of Labor. Youths 14 and 15 years old may work outside school ADDITIONAL INFORMATION hours in various non-manufacturing, non-mining, non-hazardous jobs with • Certain occupations and establishments are exempt from the minimum wage, and/or overtime pay provisions. Certain narrow exemptions also apply to the pump at work requirements.

overtime pay provisions of the law. Civil money penalties may also be

assessed for violations of the FLSA's child labor provisions. Heightened civil

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

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. WAGE AND HOUR DIVISION UNITED STATES DEPARTMENT OF LABOR

physical conduct) iring or promotion against you, regardless of your immigration status, on the • 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 Classification Referral Obtaining or disclosing genetic information of employees Requesting or disclosing medical information

**EEOC - KNOW YOUR RIGHTS: WORKPLACE DISCRIMINATION IS ILLEGAL** 

• Retaliation for filing a charge, reasonably opposing

discrimination, or participating in a discrimination

Interference, coercion, or threats related to exercising

rights regarding disability discrimination or pregnancy

criminatory? All aspects of employment, including:

What Employment Practices can be Challenged as

Harassment (including unwelcome verbal or

lawsuit, investigation, or proceeding

Discharge, firing, or lay-off

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.

of discrimination, is available at www.eeoc.gov **EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS** The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) Protected Veteran Status The Vietnam Era Veterans' Readjustment Assistance Act of enforces the nondiscrimination and affirmative action commitments of companies 1974, as amended, 38 U.S.C. 4212, prohibits employment discrimination against, and doing business with the Federal Government. If you are applying for a job with, or are requires affirmative action to recruit, employ, and advance in employment, disabled an employee of, a company with a Federal contract or subcontract, you are protected veterans, recently separated veterans (i.e., within three years of discharge or release under Federal law from discrimination on the following bases: Race, Color, Religion, From active duty), active duty wartime or campaign badge veterans, or Armed Forces Sex, Sexual Orientation, Gender Identity, National Origin Executive Order 11246, as service medal veterans. Retaliation Retaliation is prohibited against a person who files a amended, prohibits employment discrimination by Federal contractors based on race, complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes color, religion, sex, sexual orientation, gender identity, or national origin, and requires discrimination by Federal contractors under these Federal laws. Any person who believe: affirmative action to ensure equality of opportunity in all aspects of employment. a contractor has violated its nondiscrimination or affirmative action obligations under Asking About, Disclosing, or Discussing Pay Executive Order 11246, as amended, protects applicants and employees of Federal contractors from discrimination based on The Office of Federal Contract Compliance Pro The Office of Federal Contract Compliance Programs (OFCCP) inquiring about, disclosing, or discussing their compensation or the compensation of

E-Mail info@eeoc.gov

Conduct that might reasonably discourage someone

Conduct that coerces, intimidates, threatens, or interferes

from opposing discrimination, filing a charge, or

participating in an investigation or proceeding

with someone exercising their rights, or someone

assisting or encouraging someone else to exercise

rights, regarding disability discrimination (including

accommodation) or pregnancy accommodation
What can You Do if You Believe Discrimination has

Occurred? Contact the EEOC promptly if you suspect

imits for filing a charge of discrimination (180 or 300

**Submit** an inquiry through the EEOC's public portal:

https://publicportal.eeoc.gov/Portal/Login.aspx

Visit an EEOC field office (information at

Additional information about the EEOC,

including information about filing a charge

the EEOC in any of the following ways

**Call** 1–800–669–4000 (toll free)

1-800-669-6820 (TTY)

www.eeoc.gov/field-office)

discrimination. Do not delay, because there are strict time

days, depending on where you live/work). You can reach

1–800–669–6820 (111)
1–844–234–5122 (ASL video phone)
an EEOC field office (information at www.eeoc.gov/field-office)
ail info@eeoc.gov
itional information about the EEOC,

other applicants or employees. **Disability** Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals with disabilities from discrimination in hiring, 200 Constitution Avenue, N.W. Washington, D.C. 20210

1-800-397-6251 (toll-free) aspects of employment by Federal contractors. Disability discrimination includes not If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access naking reasonable accommodation to the known physical or mental limitations of an telecommunications relay services. OFCCP may also be contacted by submitting otherwise qualified individual with a disability who is an applicant or employee, barring a question online to OFCCP's Help Desk at https://ofccphelpdesk.dol.gov/s/, or by undue hardship to the employer. Section 503 also requires that Federal contractors take calling an OFCCP regional or district office, listed in most telephone directories

iffirmative action to employ and advance in employment qualified individuals with under U.S. Government, Department of Labor and on OFCCP's "Contact Us" webpage disabilities at all levels of employment, including the executive level. at <a href="https://www.dol.gov/agencies/ofccp/contact">https://www.dol.gov/agencies/ofccp/contact</a> PROGRAMS OR ACTIVITIES RECEIVING FEDERAL FINANCIAL ASSISTANCE

Race, Color, National Origin, Sex In addition to the protections of Title VII of the Civil Individuals with Disabilities Section 504 of the Rehabilitation Act of 1973, as Rights Act of 1964, as amended, Title VI of the Civil Rights Act of 1964, as amended, prohibits employment discrimination on the basis of disability in any prohibits discrimination on the basis of race, color or national origin in programs or program or activity which receives Federal financial assistance. Discrimination activities receiving Federal financial assistance. Employment discrimination is covered by prohibited in all aspects of employment against persons with disabilities who, with o Title VI if the primary objective of the financial assistance is provision of employment, without reasonable accommodation, can perform the essential functions of the job. If

or where employment discrimination causes or may cause discrimination in providing services under such programs. Title IX of the Education Amendments of 1972 prohibits receives Federal financial assistance, you should immediately contact the Federal employment discrimination on the basis of sex in educational programs or activities agency providing such assistance.

**ANTI-DISCRIMINATION NOTICE** It is illegal to discriminate against work-authorized individuals. Employers CANNOT specify which document(s) they will accept from an employee. The refusal to hire an individual

because the documents have a future expiration date may also constitute illegal

discrimination. For information, please contact The Office of Special Counsel for Immigration

Related Unfair Employment Practices Office at 800-255-7688.

## MASSACHUSETTS MINIMUM WAGE

The minimum wage is

\$15.00

agricultural workers),

organizations, and

· outside salespeople.

service employees

· members of a religious order,

and who make more than \$20 a month in tips.

add up to the minimum wage per each shift.

partenders, or other service employees.

1.5 x the basic minimum wage, *not* the service rate.

call the Attorney General's Fair Labor Division at (617) 727-3465.

many days an employee worked during one calendar week.

fired or laid off must be paid in full on their last day of work.

worked over 40 hours in a week.

determined, due and payable

**Paystub Information** 

aside in the employee's savings account).

which receive Federal financial assistance



M.G.L. Chapter 149, Section 152A; M.G.L. Chapter 151, Section 7

M.G.L. Chapter 151, Sections 1A and 1E

M.G.L. Chapter 149, Section 148; 454 C.M.R. 27.02

M.G.L. Chapter 149, Section 148

M.G.L. Chapter 151, Section 15

\$15/hour. In Massachusetts, all workers are presumed to be employees.

· workers being trained in certain educational, nonprofit, or religious

Beginning January 1, 2023, the service rate in Massachusetts is \$6.75/hour.

he hourly "service rate" applies to workers who provide services to customers

The average hourly tips, plus the hourly service rate paid to the worker must

Employers, owners and employees with managerial or supervisory

Tips and service charges listed on a bill must be given only to wait staff, service

Tip pooling is allowed only for wait staff, service bartenders, and other

Generally, employees who work more than 40 hours in any week must be paid

overtime. Overtime pay is at least 1.5 x the regular rate of pay for each hour

For some employees who get paid the "service rate," the overtime rate is

Exception: Under state law, some jobs and workplaces are exempt from overtime.

For a complete list of overtime exemptions, visit www.mass.gov/ago/fairlabor or

The law says when, what, and how employees must be paid. An employee's

pay (or wages) includes payment for all hours worked, including tips, earned

vacation pay, promised holiday pay, and earned commissions that are definitely

Hourly employees must be paid every week or every other week (bi-weekly).

The deadline to pay is 6 or 7 days after the pay period ends, depending on how

Employees who quit must be paid in full on the next regular payday or by the

first Saturday after they quit (if there is no regular payday). Employees who are

All employees must get a statement, at no cost, with their pay that says the

name of the employer and employee, the date of payment (month, day, and

year), the number of hours worked during the pay period, the hourly rate, and

responsibilities on a given day must never take any of your tips.

• agricultural workers (\$8.00 per hour is the minimum wage for most

The minimum wage applies to **all** employees, except:









need to be paid.

Military service

**Small Necessities Leave** 

every 12 months for their:

· child's school activities,

orders, and going to court.

applies to employers with 50 or more employees.

deadline is 3 years after the violation.

State law requires all employers to post this notice at the workplace in a location where it can easily be read. M.G.L. Chapter 151, Section 16; 454 C.M.R. 27.07(1)

M.G.L. Chapter 151, Sections 1, 2, 2A, and 7 Eligible employees may use their sick leave if they or their child, spouse,

Beginning January 1, 2023, the minimum wage in Massachusetts is parent, or spouse's parent is sick, injured, or has a routine medical appointment. They may also use sick leave for themselves or their child to address the effects of domestic violence. Unless it is an emergency, employees must notify the employer before using sick leave. Employees who miss more than 3 days in a row may need to provide their employer a doctor's note.

Employers with 11 or more employees *must* provide paid sick leave. Employers

with fewer than 11 employees must provide sick leave; however, it does not

**Employers Must Not Discriminate** M.G.L. Chapter 149, Section 105A; M.G.L. Chapter 151B, Section 4

Subject to certain limited exceptions, employers must not pay one

Massachusetts

Attorney General

M.G.L. Chapter 149, Section 52D

employee less for doing the same or comparable work as another employee of a different gender They must not discriminate in hiring, pay or other compensation, or other terms of employment based on a person's: Sexual orientation or gender Religion, national origin, or ancestry identity or expression Sex (including pregnancy) Genetic information or disability

 child's doctor or dentist appointment, or • elderly relative's doctor or dentist appointments, or other appointments. Employees are eligible for this leave if the employer has at least 50 employees • been employed for at least 12 months by the employer and worked at least 1,250 hours for the employer during the previous 12-month period.

In some cases, employees have the right to take up to 24 hours unpaid leave

and is not given the expected hours of work. **Rights of Temporary Workers** M.G.L. Chapter 149, Section 159C To learn about rights of temporary workers and employees hired through staffing agencies, call: 617-626-6970 or go to: www.mass.gov/dols. Rights of Domestic Workers

To learn about additional rights for workers who provide housekeeping,

cleaning, childcare, cooking, home management, elder care, or similar services

Most employees must be paid for 3 hours at no less than minimum wage if the

employee is scheduled to work 3 or more hours, and reports to work on time,

in a household, go to www.mass.gov/ago/DW. An employer cannot deduct money from an employee's pay unless the law Public Works and Public Construction Workers M.G.L. Chapter 149, Section 26-27H allows it (such as state and federal income taxes), or the employee asked for a Workers who work on public construction projects and certain other public work must be paid the prevailing wage, a minimum rate set by the Department of Labor Standards based on the type of work performed. ordinary business costs (for example: supplies, materials or tools needed for **Domestic Violence Leave** Employees who are victims, or whose family members are victims, of domestic violence, sexual assault, stalking or kidnapping have the right to 15 days of

leave for related needs, such as health care, counseling, and victims services;

The leave can be paid or unpaid depending on the employer's policy. This law

safe housing; care and custody of their children; and legal help, protective

duty at the employer's worksite or other location, and works before or after the M.G.L. Chapter 149, Section 150; M.G.L. Chapter 151, Sections 1B and 20 Employees have the right to sue their employer for most violations of wage Employees may sue as an individual or they may sue their employer as a group if they have similar complaints. Employees who win their case will receive back work or stay at the workplace during the meal break, the employee must get pay, triple damages, attorneys' fees, and court costs.

**Important!** There are strict deadlines for starting a lawsuit. For most cases, the

**Employers Must Not Retaliate** M.G.L. Chapter 149. Section 148A: M.G.L. Chapter 151. Section 19 It is against the law for an employer to punish or discriminate against an employee for making a complaint or trying to enforce the rights explained in this poster. M.G.L. Chapter 149, Section 148C The laws explained in this poster apply to all workers, regardless of immigration Most employees have the right to earn 1 hour of sick leave for every 30 hours status, including undocumented workers. If an employer reports or threatens

To get a work permit, the minor must apply to the superintendent of the school district where the minor lives or goes to school. To learn more about getting a work permit, contact the Department of Labor Standards at (617) 626-6975, or www.mass.gov/dols. **Time & Schedule Restrictions for Minors** 16 & 17 At **night**, from 10 p.m. to 6 a.m. (or • More than **9 hours** per day past 10:15 if the employer stops More than 48 hours per week serving customers at 10 p.m.) More than 6 days per week Exception: On non-school nights, may

M.G.L. Chapter 149, Sections 56 – 105

**During the School Year:\*** When school is not in session: During school hours • More than 8 hours on any day • More than 3 hours on any school day • More than 40 hours per week • More than **18 hours** during any week • More than **6 days** per week More than 8 hours on any weekend \*Exception: For school-approved career or experience-building jobs, students may be

Adult Supervision Required After 8 p.m. - After 8 p.m., all minors must be directly

14 & 15 At **night**, from 7 p.m. to 7 a.m. *Exception*: In summer (July 1 – Labor Day),

work until 11:30 p.m. or until midnight

allowed to work during the school day, up to 23 hours a week.

if working at a restaurant or racetrack

may work until 9 p.m

supervised by an adult who is located in the workplace and is reasonably accessible. Exception: Adult supervision is not required for minors working at a • www.mass.gov/ago/youthemployment. Or contact the U.S. Department of ciosk or stand in a common area of an enclosed shopping mall that has security Labor: (617) 624-6700 • www.youth.dol.gov from 8 p.m. until the mall closes.

## (?) Contact the Attorney General's Fair Labor Division: (617) 727-3465 – www.mass.gov/ago/fairlabor FACT SHEET ON PARENTAL LEAVE

PURSUANT TO M.G.L. C. 151B, § 4(11A) AND C. 149, § 105D EVERY EMPLOYEE AND BOTH EMPLOYEES AND DOMESTIC WORKERS ARE ENTITLED TO RETURN TO THE SAME OR A DOMESTIC WORKER IS ENTITLED AS A MATTER OF LAW TO AT LEAST EIGHT WEEKS. SIMILAR POSITION WITHOUT LOSS OF EMPLOYMENT BENEFITS FOR WHICH THEY WERE

QUESTION, HAS BEEN EMPLOYED FULL TIME FOR AT LEAST THREE CONSECUTIVE MONTHS: AND, IF THE EMPLOYER PROVIDES PARENTAL LEAVE FOR LONGER THAN EIGHT WEEKS, THE

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

EMPLOYER SHALL NOT DENY THE EMPLOYEE OR DOMESTIC WORKER THE RIGHT TO RETURN TO

WORK UNLESS THE EMPLOYER CLEARLY INFORMS THE EMPLOYEE OR DOMESTIC WORKER, IN

Some employers incorrectly classify workers as "independent contractors"

1-866-487-9243



required information to submit your application. Apply by calling the TeleClaim Center

This document contains important nformation. Please have it translated ımediately В данном документе содержится важная информация. Вам необходимо срочно

Questo documento contiene informazioni importanti. La preghiamo di tradurlo Este documento contém informações importantes. Por favor, traduzi-lo Docikman sa gen enfòmasyon enpòtan Tanpri fè yon moun tradwi l touswit.

ເອກະສານສະບັບນີ້ ບັນຈຸຂໍ້ມູນອັນສຳຄັນ. ກະລຸນາເອົາເອກະສານສະບັບນີ້ໄປແປອອກ ຢ່າງບໍ່ລໍຊ້າ.

Form 2553-A Rev. 4/25/25 NO SMOKING NOTICE

It is illegal to smoke in this establishment.

Now is the time to check your withholding. For more details, get Publication 919, How Do I Adjust My Tax

persistent invitations or requests for dates or sex • unwanted touching • physical contact **exual Harassment at work** 

objects or pictures • rape • assault • indecent exposure • jokes • probing personal questions • unwanted touching • invitations or requests for dates or sex • assault • indecent 6

You can file a Complaint of Discrimination with the

MA Commission Against Discrimination (MCAD) at

one of the following locations:

**Boston Headquarters** 1 Ashburton Place, Ste. 601, Boston, MA 02108 Phone: 617-994-6000 Fax: 617-994-6024

436 Dwight Street, Rm. 220, Springfield, MA 01103 Phone: 413-739-2145 Fax: 413-784-1056 showing newer objects or pictures - rape - assault - muccent exposure • staring or leering at a

M.G.L. c. 151B protects applicants and employees from discrimination compensation, benefits, training, classification and other aspects of

offensive work environment. *The law also prohibits harassment based on* the protected classes set forth above. **PREGNANCY** The Pregnant Workers Fairness Act prohibits employment

such as lactation or the need to express breast milk for a nursing child, and describes employers' obligations to employees that are pregnant or lactating **PARENTAL LEAVE** The law requires employers to grant an employee who

MENTAL HEALTH FACILITY ADMISSION INQUIRIES Employers may not refuse to hire or terminate an employee for failing to furnish information regarding their admission to a facility for the care and treatment of mentally ill persons. An employment application may not seek information about an applicant's admission to such a facility. IF YOU HAVE BEEN DISCRIMINATED AGAINST If you feel you have

**EXAMINEE RIGHTS** Where polygraph tests are permitted, they are





• If the employer fails to report the injury to the insurer, the employee may file an Employee's Claim (Form 110). • Additional information regarding your rights and eligibility for benefits pursuant the Workers'Compensation law may be obtained by contacting the Department of Industrial Accidents at 617.727.4900 or visiting <a href="https://www.mass.gov/dia">www.mass.gov/dia</a>. **IF MEDICAL TREATMENT IS NEEDED:** Injured workers may select their own medical provider. Medical treatment costs that are reasonable, necessary, and related to the work injury will be paid by the

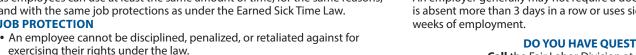
If medical facility information is provided below, the above-named insurer has a preferred provider arrangement and the insurer has arranged for your initial

Address

**WORKERS' COMPENSATION** 

Phone Number EMPLOYER: THIS NOTICE MUST BE FILLED OUT AND POSTED WHERE EMPLOYEES CAN READ IT PURSUANT M.G.L. C. 152, SECTIONS 21, 22, 30, AND 75B (2). EMPLOYERS MAY NOT RETALIATE. DISCRIMINATE (IN ACCORDANCE WITH ANY APPLICABLE STATE OR FEDERAL LAWS WHICH INCLUDES IMMIGRATION STATUS), OR PROVIDE FALSE INFORMATION ABOUT THE WORKERS' COMPENSATION PROCESS TO THEIR EMPLOYEES. THIS NOTICE MUST BE UPDATED, PÖSTED AND REDISTRIBUTED WHEN THERE ARE CHANGES TO THE INFORMATION.

Address



paragraphs (1), (2), (4), (6) and (7) of subsection (b) of M.G.L. c. 149, §27C and to §150. This notice is intended to inform. Full text of the law and regulations are available at www.mass.gov/ago/earnedsicktime

THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT **HEALTH INSURANCE PROTECTION** You have the right to be reemployed in your civilian job if you leave that job to you ensure that your employer receives advance written or verbal notice of you have five years or less of cumulative service in the uniformed services you have the right to be reinstated in your employer's health plan when you are reemployed, generally without any waiting periods or exclusions (e.g.,

enforcement of USERRA rights, including testifying or making a statement employer for violations of USERRA n connection with a proceeding under USERRA, even if that person has no Publication Date — May 2022

injuries.



All workers have the right to: A safe workplace. Raise a safety or health concern with your employer or OSHA, or report a work-

job hazards, including all hazardous substances in your workplace. Request a confidential OSHA inspection of your workplace if you believe there are unsafe or unhealthy conditions. You have the right to have a representative contact

OSHA on your behalf.

speak in private to the inspector. File a complaint with OSHA within 30 days (by phone, online or by mail) if you have been retaliated against for using your

Participate (or have your representative)

participate) in an OSHA inspection and

Request copies of your medical records, tests that measure hazards in the workplace, and the workplace injury and illness log.

This poster is available free from OSHA.

Contact OSHA. We can help.

OSHA, or reporting a work-related injury or

**Employers must:** 

understand.

On-Site Consultation services are available to small and medium-sized employers, without citation or penalty, through OSHAsupported consultation programs in every state.



MA-0825-F04

1-800-321-OSHA (6742) • TTY 1-877-889-5627 • www.osha.gov

provides eligible employees with job-protected leave for qualifying family and medical sons. The U.S. Department of Labor's Wage and Hour Division (WHD) enforces the FMLA for most employees. ligible employees can take **up to 12 workweeks** of FMLA leave in a 12-month period for: The birth, adoption or foster placement of a child with you, Your serious mental or physical health condition that makes you unable to work, To care for your spouse, child or parent with a serious mental or physical health Certain qualifying reasons related to the foreign deployment of your spouse, child or parent who is a military servicemember 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 eave 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 employer must: 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 eason for which you need FMLA leave Am I eligible to take FMLA leave? You are an eligible employee if <u>all</u> of the following 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 our employer has at least 50 employees within 75 miles of your work location. Airline flight crew employees have different "hours of service" requirements. ou work for a covered employer if one of the following applies: ou work for a private employer that had at least 50 employees during at least 20 workweeks in the current or previous calendar year, You work for an elementary or public or private secondary school, or ou work for a public agency, such as a local, state or federal government agency. Most

your employer in court. low do I request FMLA leave? Generally, to request FMLA leave you must:

**SCAN ME** 

If advance notice is not possible, give notice as soon as possible MASSACHUSETTS PAID FAMILY AND MEDICAL LEAVE

Notice of Benefits Available Under M.G.L. Chapter 175M

up to 26 weeks of paid family leave in a benefit year to care for a family member who is a covered service member with a serious health condition. Covered individuals are eligible for no more than 26 total weeks, in the aggregate, of paid family and medical leave in a single benefit year.

Who is a Covered Individual Under the Law? Generally, a worker qualifies as a covered individual eligible for PFML benefits if they are:

even when an employer opts to provide paid leave benefits through a private plan.

the employee or their child. An employee can use sick time after pregnancy loss or failed assisted reproduction, adoption, or surrogacy. • Employees may be required to use at least one hour of sick time when absent for part of a shift.

in a emergency. • Employers may decide how the employees notify the employer of an An employer generally may not require a doctor's note unless the employee is absent more than 3 days in a row or uses sick time during their last two

Sick time law, M.G.L. c. 149, § 148C, or these regulations, 940 CMR 33.00 shall be subject to

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. • If you leave your job to perform military service, you have the right to elect to continue your existing employer-based health plan coverage for you and your dependents for up to 24 months while in the military. • Even if you don't elect to continue coverage during your military service,

> The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate and resolve complaints of USERRA For assistance in filing a complaint, or for any other information on USERRA, contact VETS at 1-866-4-USA-DOL or visit its website at https://www.dol. gov/agencies/vets/. An interactive online USERRA Advisor can be viewed at https://webapps.dol.gov/elaws/vets/userra If you file a complaint with VETS and VETS is unable to resolve it, you may request that your case be referred to the Department of Justice or the Office of Special Counsel, as applicable, for representation.

pre-existing condition exclusions) except for service-connected illnesses or

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:

Job Safety and Health IT'S THE LAW!

recognized hazards. It is illegal to retaliate against an employee for using any of their rights under the law, including raising a

 Comply with all applicable OSHA standards. Notify OSHA within 8 hours of a workplace fatality or within 24 hours of any work-related inpatient hospitalization,

Provide employees a workplace free from

Prominently display this poster in the

• Employees must notify their employer before they use sick time, except

2025 Poster

Revised 10/2024

USERRA - UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

related injury or illness, without being retaliated against. Receive information and training on

> amputation, or loss of an eye. Provide required training to all workers in a language and vocabulary they can

Post OSHA citations at or near the place of the alleged violations.

• You may also bypass the VETS process and bring a civil action against an

**OSHA - THE OCCUPATIONAL SAFETY AND HEALTH ACT** 

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

health and safety concern with you or with

federal employees are covered by Title II of the FMLA, administered by the Office of

Scan the QR code to learn about our WHD complaint process.

WAGE AND HOUR DIVISION UNITED STATES DEPARTMENT OF LABOR WH1420 REV 04/23