

(Labor and Employment Article, Section 3-206, Annotated Code of Maryland)

APPLYING FOR A WORK PERMIT

Applications for work permits are accepted online at: www.dllr.state.md.us/childworkpermit.

Steps:

- Minor completes required information online
- Prints work permit
- **TO BE VALID: The Minor, the Minor's Parent/Guardian, and the Employer must sign the permit**

NOTE TO EMPLOYERS

- **A minor under the age of 14 is not permitted to work and may not be employed.**
- **Minors 14 through 17 years of age may only work with a work permit.**
- **The work permit must be in the employer's possession before the minor is permitted to work.**
- **Employers must keep the work permit on file for three years.**

Permissible Hours of Employment

All Minors:

May not be employed or permitted to work more than five hours continuously without a non-working period of at least ½ hour.

Minors 14 – 15:

- 4 hours on any day when school is in session.
- 8 hours on any day when school is not in session.
- 23 hours in any week when school is in session for five days.
- 40 hours in any week when school is not in session.
- May only work between the hours of 7:00 am and 8:00 pm.
- May work until 9:00 pm from Memorial Day until Labor Day.
- The hours worked by a minor enrolled in a bona fide work-study or student-learner program when school is normally in session may not be counted towards the permissible hours of work prescribed above.

Minors 16 – 17:

May spend no more than 12 hours in a combination of school hours and work hours each day.

Must be allowed at least eight consecutive hours of non-work, non-school time in each 24-hour period

Exemptions:

Exceptions to hours and occupations may be granted by the Commissioner of Labor and Industry. Applications for exceptions should be addressed to the Commissioner giving explicit details.

Non-Employment Activities

Activities not considered employment if performed outside of the prescribed school day and the activity does not involve mining, manufacturing or hazardous occupations. The activities include:

- Farm work performed on a farm.
- Domestic work performed in or about a home.
- Work performed in a business owned or operated by a parent or one standing in the place of a parent.
- Work performed by non-paid volunteers, in a charitable or non-profit organization, employed with the written consent of a parent or one standing in the place of a parent.
- Caddying on a golf course.
- Employment as an instructor on an instructional sailboat.
- Manufacturing of evergreen wreaths in or about a home.
- Delivery of newspapers to the consumer.
- Work performed as a counselor, assistant counselor, or instructor in a youth camp certified under the Maryland Youth Camp Act.
- Hazardous work performed by non-paid volunteers of a volunteer fire department or company or volunteer rescue squad who have completed or are taking a course of study relating to firefighting or rescue and who are 16 years of age or older.

Special Permits

Special permits may be issued to minors of any age to be employed as a model, performer, or entertainer. The applications and permits are available only from the Baltimore office of the Division of Labor and Industry (address below) or online at: www.dllr.state.md.us/labor/wages/emppm.shtml.

Federal Restrictions

Restrictions under the child labor provisions of the Federal Fair Labor Standards Act may be greater than State Standards. In all cases, the higher or more restrictive standard prevails. Information on Federal Standards is available from the Baltimore

office (410) 962-6211 and the Hyattsville office (301) 436-6767 of the U.S. Department of Labor, Wage and Hour Division.

OCCUPATIONS FORBIDDEN TO ALL MINORS

Certain occupations are declared to be hazardous by the U.S. Secretary of Labor and have been adopted by reference by the Commissioner of Labor and Industry for the State of Maryland. All minors are forbidden to be employed at these occupations with certain exceptions.

- Occupations in or about plant or establishments containing explosive components.
- Occupations of motor-vehicle driver and outside helper.
- Coal-Mine occupations.
- Logging occupations and occupations in the operation of any sawmill, lath mill, shingle mill, or cooperage-stock mill.
- Occupations involved in the operation of power-driven woodworking machines.
- Occupations involving exposure to radioactive substances and to ionizing radiations.
- Occupations involved in the operation of elevators and other power-driven hoisting apparatus.
- Occupations involved in the operation of power-driven metal forming, punching, and shearing machines.
- Occupations in connection with mining, other than manufacturing or storing explosives or articles coal.
- Occupations involving slaughtering, meat-packing or processing, or rendering.
- Occupations involved in the operation of certain power driven bakery machines.
- Occupations involved in the operation of certain powerdriven paper products machines.
- Occupations involved in the manufacture of brick, tile, and kindred products.
- Occupations involved in the operation of circular saws, band saws, and guillotine shears.
- Occupations involved in wrecking, demolition, and shipbreaking operations.
- Occupations involved in roofing operations

In addition to the hazardous occupations as declared by the U.S. Secretary of Labor and adopted by the Commissioner of Labor and Industry, the following occupations are forbidden to all minors:

- Blast furnaces.
- Docks or wharves, other than marinas where pleasure boats are sold or served.
- Pilots, firemen, or engineers on any vessel or boat engaged in commerce.
- Railroads.
- Erection and repair of electrical wires.
- Any distillery where alcoholic beverages are manufactured, bottled, wrapped or packed.
- The manufacturing of dangerous or toxic chemicals or compounds.
- Cleaning, oiling or wiping of machinery.
- Any occupation forbidden by any local, state or federal law.
- Any occupation which after investigation by the Commissioner is deemed injurious to the health and welfare of the minor.

A minor may not be employed to transfer monetary funds in any amount between 8 p.m. and 8 a.m. or in any amount over \$100.00 between 8 a.m. and 8 p.m. unless that minor is the child of the owner or operator or the funds have been received in payment of goods or services delivered by the minor.

AREAS OF EMPLOYMENT RESTRICTED FOR MINORS 14 AND 15 YEARS OF AGE

1. Manufacturing, mechanical or processing occupations including occupations in workrooms, workplaces or storage areas where goods are manufactured or processed.
2. Operation, cleaning or adjusting of any power-driven machinery other than office machines.
3. Occupations in, about or in connection with (except office or sales work not performed on site):
 - scaffolding
 - acids
 - construction
 - dyes
 - brickyard
 - gases
 - lumberyard
 - lye
 - airports
 - railroads
 - occupations causing dust or gases in injurious quantities
 - boats engaged in navigation or commerce
 - any occupation deemed injurious by the Commissioner after investigation.

FOR MORE INFORMATION CONTACT:

**DEPARTMENT OF LABOR, LICENSING AND REGULATION
DIVISION OF LABOR AND INDUSTRY — EMPLOYMENT STANDARDS SERVICE
1100 NORTH EUTAW STREET, ROOM 607 • BALTIMORE, MD 21201
TELEPHONE NUMBER: (410) 767-2357 • FAX NUMBER: (410) 333-7303**

E-MAIL: dlldliemploymentstandards-dllr@maryland.gov