

Minimum Wage Department of Employment Services, Office of Wage-Hour

Minimum Wage Poster table with columns for Employees who do not receive gratuities and Employees who receive gratuities, listing hourly rates for 2018 and 2019.

MINIMUM WAGE RATES table with columns for Employees who do not receive gratuities and Employees who receive gratuities, listing hourly rates for 2020 and 2021.

Beginning in 2021, the minimum wage will increase during each successive year in proportion to the Consumer Price Index for both employees who do not receive gratuities and employees who receive gratuities. Visit the Department of Employment Services website at www.doesc.dc.gov for the early minimum wage rates.

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

- Handcarpenters may be paid less only when the employer has obtained 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, removed adult learners as a minimum wage exception. Newly hired persons 18 years of age or older must be paid the established District of Columbia minimum wage immediately upon hire:

- employed in a bona fide executive, administrative, professional, computer, or outside sales capacity; or
- engaged in the delivery of newspapers to the home of the consumer.

OVERTIME PAY The overtime provision shall not apply to persons employed: 1. In a bona fide executive, administrative, professional, computer, or outside sales capacity; 2. As a private household worker who lives on the premises of the employer; 3. In a retail or service establishment whose regular rate of pay is in excess of one and one-half times the minimum hourly rate applicable under the Act; and more than one-half of the employee's compensation for a representative period (not less than one month) represents commissions on goods and services; 4. As a seaman, by a railroad, as an attendant in a parking lot or parking garage, or in newspaper home delivery; 5. As an air carrier who voluntarily exchanges workdays with another employee for the primary purpose of utilizing air travel benefits available to those employees; or 6. 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 insuring these vehicles to facilitate purchases.

NOTE: The Car Wash Employee Overtime Amendment Act of 2012, effective May 31, 2012, removed the overtime exception for employees who work for car wash employees who are parents or guardians to a forty-hour workweek. The United States Department of Labor's Home Care law, effective November 12, 2015, became 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.

DOES DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES OFFICE OF WAGE HOUR 4058 MINNESOTA AVENUE, N.E. WASHINGTON, D.C. 20019 (202) 671-1880 www.doesc.dc.gov

DOES DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES WE ARE WASHINGTON GOVERNMENT OF THE DISTRICT OF COLUMBIA MURIEL BOWSER, MAYOR

NOTE: This is the own minimum wage law. Employees are also entitled to display the Federal Employee Rights Under the Fair Labor Standards Act posting, which indicates the federal minimum wage. Where federal and state rates both apply to an employee, the state law has the higher minimum wage rate.

THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY.

Parental Leave Act Office of Human Rights 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 work 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.

Breastfeeding Rights Office of Human Rights The Right to Breastfeed Under the District of Columbia Human Rights Act of 1997, as amended, a woman has a right to breastfeed her child at any location, public or private, where she has the right to be with her child, without restriction as to whether the mother's breast are fully or partially covered or restricted to the breastfeeding of her child. An employer must create a policy for breastfeeding mothers and must post and maintain a poster in a conspicuous place to be clearly visible to all employees.

Office of Human Rights District of Columbia 441 4th Street NW, Suite 570N, Washington, DC 20019 (202) 727-4559

Workers' Comp. 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.

TO EMPLOYEES 1. 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.

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: NAME OF EMPLOYER: ADDRESS: PHONE: EMPLOYER REPRESENTATIVE: EMPLOYER ID NUMBER (or NUMBER UNKNOWN, EMPLOYER TO REQUEST FROM IRS)

THIS NOTICE IS TO BE POSTED CONSPICUOUSLY IN AND ABOUT THE EMPLOYER'S PLACE(S) OF BUSINESS FORM NO. 1 DCWC REV. 03/2017

Sick and Safe Leave Department of Employment Services, Office of Wage-Hour Acquired Sick and Safe Leave Act of 2008

Table with 3 columns: If an employer has..., Employees accrue at least..., Not to Exceed... Rows include 100 or more employees, 25 to 99 employees, and Less than 25 employees.

UNUSED LEAVE Under this Act, an employer's accrued paid sick leave carries over from year to year. Employees do not have to pay employees for unused paid sick leave upon termination or resignation of employment. EMPLOYEE PROTECTION Under this Act, employees who assert their rights to receive paid sick leave or provide information or assistance to help enforce the Act are protected from retaliation.

ACCESSING PAID LEAVE If an employer is unable to use paid leave for more than 90 days of service with the employer, an employer may use leave on short notice if the reason for leave is unforeseeable. NUMBER OF HOURS ACCRUED Accrued paid leave is determined by the type of business, the number of employees an employer has, and the number of hours an employee works. For tipped employees of restaurants or bars, regardless of the number of employees an employer has, each tipped employee must accrue at least one (1) hour per 43 hours worked and be paid at the full District of Columbia's Minimum Wage. For all other employees, use the following chart:

DCFMFLA Office of Human Rights DC Family and Medical Leave Act - Know Your Rights in the District of Columbia Work Leave for Family or Medical Purposes The District of Columbia Family and Medical Leave Act (DCFMFLA) requires employers with 20 or more employees to provide eligible employees with 16 weeks of unpaid family leave and 16 weeks of unpaid medical leave during a 24 month period.

Filing a Complaint of a Violation If you believe an employer has wrongfully denied you family or medical leave, or retaliated against you for 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.

Pregnancy Rights Office of Human Rights Protecting Pregnant Workers Fairness Act - Know Your Rights in the District of Columbia Accommodations for Pregnancy, Childbirth and Breastfeeding The Protecting Pregnant Workers Fairness Act (PPWFA) requires District of Columbia employers to provide reasonable accommodations for employees whose ability to perform job duties is limited because of pregnancy, childbirth, breastfeeding, or a related medical condition.

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, or related medical condition, you can file a complaint within one year with the DC 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.

Office of Human Rights District of Columbia 441 4th Street NW, Suite 570N, Washington, DC 20019 (202) 727-4559

REV. 01/03/2019 This poster is in compliance with state posting requirements.

Child Labor Title 32, Chapter 2 Employment of Minors 1) Perform on the stage of a licensed theatre within the District of Columbia in a professional theatrical production; 2) Perform in a musical or dance recital or concert; 3) Participate in a radio or television program; 4) Participate in a motion picture; 5) Appear as a fashion model; or 6) Participate in a professional sports activity or circus.

\$32-202. Employment of minors under 18 years of age; hours of employment; notice to be posted in place of employment; list of minors employed. Except as provided in §§ 32-206 and 32-207, no minor under 18 years of age shall be employed, permitted, or suffered to work in the District of Columbia, in, about, or in connection with any general occupation, with the exception of household performance outside of school hours in the home of the minor's parent or legal guardian or agricultural work performed outside of school hours in connection with the minor's own farms and directly for the minor's parent or legal guardian, provided that minors 15 years of age and over may be employed outside of school hours in the distribution or sale of newspapers, subject to the provisions of §§ 32-215 to 32-221.

\$32-207. Work or vacation permit - Procurement by employer No minor under 18 years of age shall be employed, permitted, or suffered to work in, about, or in connection with any general occupation, except in agricultural work or housework as specified in § 32-201, unless the employer procures and keeps on file and accessible to any attendance officer, inspector or other person authorized to enforce this subchapter a work or vacation permit issued in prescribed form, except that minors under 18 years of age may be employed without a permit outside of school hours in irregular or call specifically provided by the provision of the employer, provided that such employment shall not be connected with the sale of the employer's trade, profession, or occupation, and provided further, that such employment shall not be used as a regular work by any minor issued under the authority of § 32-203.

\$32-213. Penalties (a) A person commits an offense under this subchapter if that person: 1) Employer a minor or permit a minor to work in violation of this subchapter, of any regulation promulgated by the Board of Education pursuant to § 32-224, or of any order issued under the authority of § 32-203; 2) interfere with the Board of Education, its officers or agents, or of any other person authorized by the District to inspect places of employment of minors; (b) A person convicted of a 1st offense under this section shall be fined not less than \$1,000 nor more than \$3,000, or imprisoned not less than 10 days nor more than 30 days, or both. A person convicted of a 2nd or subsequent offense under this section shall be fined not less than \$3,000 nor more than \$5,000, or imprisoned not less than 30 days nor more than 90 days, or both. Each day during which a violation of this subchapter occurs shall constitute a separate offense.

\$32-205. Employment of minors under 18 years of age in certain occupations prohibited; exception (a) No minor under 16 years of age shall be employed, permitted, or suffered to work at any of the following occupations: 1) In the operation of any machinery operated by power other than hand or foot power; 2) In unloading, weighing or cleaning machinery or assisting therein; (b) This section does not apply to any duly approved vocational education program or training under the auspices of the Board of Education or the Trustees of the University.

\$32-206. Theatrical permits for minors under 18 years of age for performances and professional sports activities (a) No minor under 18 years of age shall be employed, permitted, or suffered to work at any of the following occupations: 1) In the operation of any machinery operated by power other than hand or foot power; 2) In unloading, weighing or cleaning machinery or assisting therein; (b) This section does not apply to any duly approved vocational education program or training under the auspices of the Board of Education or the Trustees of the University.

Minimum Work Week Department of Employment Services Building Service Employees Minimum Work Week Act GOVERNMENT OF THE DISTRICT OF COLUMBIA Department of Employment Services MURIEL BOWSER MAYOR DR. ULIQUE MORRIS-HUGHES DIRECTOR

NOTICE OF NEW REGULATIONS D.C. Act 21-485 (Act), also known as the Building Service Employees Minimum Work Week Act of 2016. Under this Act, covered employees shall be scheduled to work the minimum work week of at least 30 hours.

What is a Building Service Employee A covered employee who performs janitorial services, building maintenance services, or other services in or around a covered location who performs the regular, cleanlines, and overall quality of the covered location or place of business. Penalties A covered employee who willfully violates the posting requirements of section 5 shall be assessed a civil penalty not to exceed \$100 for each day that the covered employer fails to post the notice; provided, that the total penalty shall not exceed \$500. A covered employer who fails to comply with any of the requirements of this act, other than the posting requirements, shall be subject to a fine of not more than \$5,000 for each violation for each day that the violation continues. For the first violation, a maximum fine of up to (\$1,500) will be imposed; and (B) for any subsequent violation, a maximum fine of up to \$1,000.

Posting Requirements A covered employer must post and maintain the notice in a conspicuous place, which shall be prescribed by the Mayor and provided to each covered employee that shall include excerpts or summaries of the pertinent provisions of this Act and information about filing a complaint pursuant to the Act. A covered employer shall post every notice required to be posted by this act in English and all languages spoken by covered employees with limited or no English proficiency, as defined in section 2 of the Language Access Act.

OFFICE OF WAGE HOUR 4058 MINNESOTA AVENUE, N.E. - Suite 3600 - Washington, D.C. 20019 - Office: 202-671-1880 - Fax: 202-673-6411

Unemployment Ins. Department of Employment Services 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.

AMERICAN JOB CENTER - HEADQUARTERS 4058 MINNESOTA AVENUE, N.E. WASHINGTON, DC 20019 (202) 724-2337 AMERICAN JOB CENTER - NORTHWEST CDC - BETTIE BACON CENTER 5173 SOUTH DIXIE AVENUE, N.E., 2ND FLOOR WASHINGTON, DC 20017 (202) 576-3092 AMERICAN JOB CENTER - NORTHWEST FRANK D. REYES MEMORIAL CENTER 2000 14th Street, N.W., 2nd Floor Washington, DC 20009 (202) 442-4577 AMERICAN JOB CENTERS HOURS OF OPERATION: 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.

WE ARE WASHINGTON DC DEPARTMENT OF EMPLOYMENT SERVICES REV. 02/01/2015

Wage Theft District of Employment Services NOTICE DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES Labor Standards Bureau Office of Wage-Hour The Wage Theft Prevention Amendment Act of 2014

The Wage Theft Prevention Amendment Act of 2014 (WTAPA) has an effective date of February 26, 2015. The law includes provisions to enforce applicable remedial, fines, and administrative penalties when an employer fails to pay earned wages, to provide for suspension of business licenses for employers that are found to be in violation, to make judgments or agreements, to clarify administrative procedure, and legal standards for adjudicating wage disputes, to require the employer to provide written notice to the amount of the penalty within 15 days following notification.

Written Employment Notice: As an employer of the District of Columbia, upon hire, you are required to provide a notice to employees of their employment. Also, within 90 days of the effective date of WTAPA, every employer shall furnish each employee with an updated written notice containing the information required. As a proof of compliance, every employer shall retain copies of the written notices furnished to employees. An signed and dated by the employer by the employer acknowledging receipt of the notice. (There are additional requirements for employer staffing firms.)

1) The name of the employer and any "doing business as" (DBA) names used by the employer 2) The physical address of the employer's main office or principal place of business, and a mailing address if different 3) The telephone number of the office 4) The employee's rate of pay and the basis of that rate, including: a. Rate by the hour, shift, day, or week (whichever is applicable) b. Salary, Piece Rate, or commission (whichever is applicable) c. Any allowance claimed as part of the minimum wage including tip, meal, or lodging allowance. d. Overtime rate of pay or premium pay on overtime pay e. Living wage or exemptions from the living wage f. Any applicable prevailing wages 5) The employee's regular payday designated by the employer

Wage Payment Liability: When the employer is a subcontractor and has failed to pay an employee any wages earned, the employer and the general contractor shall be jointly and severally liable to the subcontractor's employees for violations of this Act, the Living Wage Act, and the Accrued Sick and Safe Leave Act. When a temporary staffing firm employs an employee who performs work on behalf of a true beneficiary another employer pursuant to a temporary staffing arrangement or contract for services, and the temporary staffing firm and the employer shall be jointly and severally liable for violations of this Act, the Living Wage Act, and the Accrued Sick and Safe Leave Act to the employee and to the District. Every employer shall pay wages earned by its employees or regular payees designated in the contract and on its last two working days: a. At least once a year and b. Potential damages, penalties, and other cost

Notice of Complaint For any employee in non-compliance with the Act, the Mayor shall deliver two (2) notices to the employer. 1. Notice of Complaint that specifies: a. The alleged violation, b. Potential damages, penalties, and other cost

Paid Family Leave dc Paid Family Leave GOVERNMENT OF THE DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES INFORMATION ON PAID FAMILY LEAVE in the District of Columbia Benefit Amounts Paid Family Leave benefits are based on the wages you earned and you reported to the Department of Employment Services. If you believe your wages were reported incorrectly, you have the right to provide proof of your correct wages. The current maximum weekly benefit amount is \$1,318. Employee Protection The Office of Paid Family Leave does not administer any job protections for District workers who take leave from work. However, some job protections may be available under state law and regulations administered by the District Office of Human Rights (OHR). Under the Unpaid Family Leave Act, the Office of Paid Family Leave is required to provide notice, including: 1. That retaliation by a covered employer against a covered employee for requesting, applying for, or using paid leave benefits is prohibited; 2. That an employee who works for a covered employer with under 20 employees shall not be entitled to job protection if he or she decides to take paid leave pursuant to this act; and 3. That employees have a right to file a complaint with OHR if they feel they have been retaliated against for requesting, applying for, or using paid leave. For more information on OHR and paid leave programs, please visit the following website: ohr.dc.gov For more information about Paid Family Leave, please visit the Office of Paid Family Leave website at dcpaidfamilyleave.dc.gov. For the complete text of the Wage Theft Prevention Amendment Act of 2014, go to: http://hms.dcofficial.us/Download/1126353103-6e71-70e0e2d1.pdf

DOES DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES

NOTICE TO EMPLOYEES Information on Paid Family Leave in the District of Columbia Benefit Amounts Paid Family Leave benefits are based on the wages you earned and you reported to the Department of Employment Services. If you believe your wages were reported incorrectly, you have the right to provide proof of your correct wages. The current maximum weekly benefit amount is \$1,318. Employee Protection The Office of Paid Family Leave does not administer any job protections for District workers who take leave from work. However, some job protections may be available under state law and regulations administered by the District Office of Human Rights (OHR). Under the Unpaid Family Leave Act, the Office of Paid Family Leave is required to provide notice, including: 1. That retaliation by a covered employer against a covered employee for requesting, applying for, or using paid leave benefits is prohibited; 2. That an employee who works for a covered employer with under 20 employees shall not be entitled to job protection if he or she decides to take paid leave pursuant to this act; and 3. That employees have a right to file a complaint with OHR if they feel they have been retaliated against for requesting, applying for, or using paid leave. For more information on OHR and paid leave programs, please visit the following website: ohr.dc.gov For more information about Paid Family Leave, please visit the Office of Paid Family Leave website at dcpaidfamilyleave.dc.gov. For the complete text of the Wage Theft Prevention Amendment Act of 2014, go to: http://hms.dcofficial.us/Download/1126353103-6e71-70e0e2d1.pdf

OFFICE OF HUMAN RIGHTS EQUAL EMPLOYMENT OPPORTUNITY - Know Your Rights in the District of Columbia - Person is defined as: a. biological mother or father of a child; b. person who has legal custody of a child; c. person who acts as a guardian of a child; d. aunt, uncle, or grandparent of a child or e. a person named to a person listed above.

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 birth, sexual orientation, and status as a victim of an intimate partner violence. \*\*Leave is unpaid unless the parent elects to use any paid family vacation, personal or compensatory leave provided by the employer.

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, Color, Personal Appearance, Disability, Gender, Sexual Orientation, Religion, Marital Status, Genetic Information, Age, Political Affiliation, Ancestral Status, National Origin, Family Responsibilities, Sex (including pregnancy), Gender Identity or Expression, Status as a victim or perpetrator of domestic violence, Sexual Orientation or stalking (DPOSSO), and Marital Status.

DC Parental Leave Act In accordance with the DC Parental Leave Act of 1994, an employer 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. \*Additional categories protected from discrimination but not in the area of employment include: familial status, source of income, place of residence or birth, sexual orientation, and status as a victim of an intimate partner violence. \*\*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 441 4th Street NW, Suite 570N, Washington, DC 20019 (202) 727-4559