

#### **EMPLOYEE RIGHTS UNDER THE FAIR LABOR STANDARDS ACT** free from intrusion from coworkers and the public, which may be used by the

employee to express breast milk.

ADDITIONAL INFORMATION

Commonwealth of Puerto Rico.

nust comply with both

contractors are not.

The Department has authority to recover back wages and an equal

amount in liquidated damages in instances of minimum wage, overtime,

iminal prosecution. Employers may be assessed civil money penalties

and other violations. The Department may litigate and/or recommend

for each willful or repeated violation of the minimum wage or overtime

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

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

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

The law also prohibits retaliating against or discharging workers who file a

Certain occupations and establishments are exempt from the

exemptions also apply to the pump at work requirements.

Commonwealth of the Northern Mariana Islands, and the

Special provisions apply to workers in American Samoa, the

Some employers incorrectly classify workers as "independent

contractors" 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

Certain full-time students, student learners, apprentices, and workers

with disabilities may be paid less than the minimum wage under

and overtime pay protections and correctly classified independent

minimum wage, and/or overtime pay provisions. Certain narrov

Some state laws provide greater employee protections; employers

be doubled when the violations are determined to be willful or repeated.

complaint or participate in any proceeding under the FLSA.

## **FEDERAL MINIMUM WAGE** \$7.25 PER HOUR

The law requires employers to display this poster where employees can readily see it.

#### **OVERTIME PAY** At least 1½ times the regular rate of pay for all hours worked over 40 in a

non-manufacturing, non-mining, non-hazardous jobs with certain work nours restrictions. Different rules apply in agricultural employment

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

**PUMP AT WORK** The FLSA requires employers to provide reasonable break time for a nursing employee to express breast milk for their nursing child for one year after the

**WAGE AND HOUR DIVISION** OF LABOR UNITED STATES OF AMERICA

Minimum Hourly Wage

\$10.33\*

\*\* Minors 16-17 years of age may be paid 85% of the minimum hourly wage rate.

employees, and any employee not subject to the minimum wage provisions of the act.

1-866-487-9243



SUSAN CORBIN

DIRECTOR

\$8.59

\$8.78

REV. 12/2023

# REV. 04/2023

# **FED**

FED

#### YOUR EMPLOYEE RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT

The Family and Medical Leave Act (FMLA) is a federal law that provides eligible employees with jobprotected leave for qualifying family and medical reasons. The U.S. Department of Labor's Wage and

**EMPLOYEE RIGHTS** 

**EMPLOYEE POLYGRAPH PROTECTION ACT** 

The Employee Polygraph Protection Act prohibits most private employers from using lie detector tests either for pre-employment screening or during the course of employment.

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

Federal, State and local governments are not affected by the law. Also, the law does not apply to tests

The Act permits polygraph (a kind of lie detector) tests to be administered in the private sector, subject

given by the Federal Government to certain private individuals engaged in national security-related

to restrictions, to certain prospective employees of security service firms (armored car, alarm, and

The Act also permits polygraph testing, subject to restrictions, of certain employees of private firms

Where polygraph tests are permitted, they are 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

The Secretary of Labor may bring court actions to restrain violations and assess civil penalties against

THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS POSTER WHERE EMPLOYEES AND JOB

APPLICANTS CAN READILY SEE IT.

The law does not preempt any provision of any State or local law or any collective bargaining

who are reasonably suspected of involvement in a workplace incident (theft, embezzlement, etc.) that

guard), and of pharmaceutical manufacturers, distributors and dispensers.

agreement which is more restrictive with respect to lie detector tests.

prospective employee for refusing to take a test or for exercising other rights under the Act.

Hour Division (WHD) enforces the FMLA for most employees. Eligible 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 condition, and Certain qualifying reasons related to the foreign deployment of your spouse, child or parent who is a An 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 leave in a single 12-month period to

You have the right to use FMLA leave in one block of time. When it is medically 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 reason for which you need Am I eligible to take FMLA leave?

You are an eligible employee if all of the following apply: 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, Your 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: You work for a private employer that had at least 50 employees during at least 20 workweeks in the

You work for an elementary or public or private secondary school, or You work for a public agency, such as a local, state or federal government agency. Most federal employees are covered by Title II of the FMLA, administered by the Office of Personnel Management. How do I request FMLA leave? Generally, to request FMLA leave you must:

Follow your employer's normal policies for requesting leave, Give notice at least 30 days before your need for FMLA leave, or If advance notice is not possible, give notice as soon as possible. You do not 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 greater 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 congressional 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 employer must: 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

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. Where 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 your employer in court. Scan the QR code to learn about our WHD

**DEPARTMENT OF LABOR UNITED STATES OF AMERICA WAGE AND HOUR DIVISION** UNITED STATES DEPARTMENT OF LABOR



## REV. 04/2023

SUSAN CORBIN

#### MI **GRETCHEN WHITMER** DEPARTMENT OF LABOR AND ECONOMIC

**GOVERNOR** 

**Informational Sheet:** Youth Employment Standards Act 90 of 1978, as amended **POSTING REQUIREMENT** 

MCL 409.110 Minor under 16 years; days and hours of employment.

Sec. 10. A minor under 16 years shall not be employed in an occupation subject to this act for more than 6 days in 1 week, nor for a period longer than a weekly average of 8 hours per day or 48 hours in 1 week, nor more than 10 hours in 1 day. The minor shall not be employed between the hours of 9 p.m. and 7 a.m. A minor who is a student in school shall not be employed more than a combined school and work week of 48 hours during the period when school is in session.

STATE OF MICHIGAN

MCL 409.111 Minor 16 years and over; days and hours of employment; employment in agricultural Sec. 11. (1). Except as provided in subsection (3), a person shall not employ a minor 16 years of age or

older in an occupation subject to this act for more than any of the following periods: Six days in 1 week.

An average of 8 hours per day in 1 week.

Subject to subdivision (e), 48 hours in 1 week.

If the minor is a student in school and school is in session, 24 hours in 1 week. (2) Except as provided in subsection (3), a person shall not employ a minor 16 years of age or older between 10:30 p.m. and 6 a.m. However, except as provided in subsection (3), a person may employ a

minor 16 years of age or older who is a student in school until 11:30 p.m. on any of the following days: On Fridays and Saturdays.

During school vacation periods. During periods when the minor is not regularly enrolled in school.

(3) A person may employ a minor 16 years of age or older in farming operations involved in the production of seed or in agricultural processing for a period greater than the periods described in subsections (1) and (2) if all of the following conditions are met: If a minor is a student in school, the period greater than the periods described in subsections (1) and (2) occurs when school is not in session.

The minor is employed for not more than 11 hours in 1 day. The minor is employed for not more than 62 hours in any week. However, the employer shall not require the minor to work more than 48 hours during any week without the consent of

The minor is not employed between 2 a.m. and 5:30 a.m. The agricultural processing employer maintains on file a written acknowledgment of the

minor's parent or guardian consenting to the period of employment authorized under this (4) As used in this section:

"Agricultural processing" means the cleaning, sorting or packaging of fruits or vegetables. "Farming operations involved in the production of seed" means farming activities and

research involved in the production of seed, including plant detasseling, hand-pollination. roguing, or hoeing, and any other similar farming activity required for commercial seed History: Am. 1978, Act 90, Eff. June 1, 1978 ;-- Am. 1995, Act 251, Eff. Mar. 28, 1996 ;-- Am. 1996, Act 499, Imd. Eff. Jan. 9, 1997 ;-- Am. 2000, Act 418, Imd. Eff. Jan. 8, 2001 ;-- Am. 2011, Act 197, Imd. Eff. Oct. 18,

MCL 409.112 Meal and rest period. Sec. 12. A minor shall not be employed for more than 5 hours continuously without an interval of at

least 30 minutes for a meal and rest period. An interval of less than 30 minutes shall not be considered to interrupt a continuous period of work.

MCL 409.112a Prohibition of minors working alone in occupation involving a cash transaction after sunset or 8 p.m. at fixed location. Sec. 12a. A minor who would otherwise be permitted under this act to be employed in an occupation subject to this act shall not be employed in an occupation that involves a cash transaction subject to this act after sunset or 8 p.m., whichever is earlier, at a fixed location unless an employer or other

History: Add. 1980, Act 436, Eff. Mar. 31, 1981. IMPORTANT: Administrative Rule, R408.6207 REQUIRES A MINOR SUBJECT TO ACT 90 BE SUPERVISED BY THE EMPLOYER OR ANOTHER EMPLOYEE 18 YEARS OF AGE OR OLDER

employee 18 years of age or older is present at the fixed location during those hours.

LEO is an equal opportunity employer/program Auxiliary aids, services and other reasonable accommodations are available, upon request, to

individuals with disabilities. WAGE AND HOUR DIVISION

P.O. Box 30476 • Lansing, Michigan 48909-7976 OVERNIGHT MAIL ADDRESS: 2407 N. GRAND RIVER • LANSING, MICHIGAN 48906 Toll Free: 1-855-4MI-WAGE (1-855-464-9243) • (517) 284-7800 • FAX (517) 763-0110 www.michigan.gov/wagehour

WHD-9919

#### MI This Workplace Covered by the Michigan Right To Know Law

www.michigan.gov/mdcr Post in a conspicuous place. **REV 07/2023** Employers must make available for

**Location of New or Revised SDS** 

**MDCR** 

MICHIGAN

**DEPARTMENT OF** 

**CIVIL RIGHTS** 

**MICHIGAN LAW** 

**PROHIBITS DISCRIMINATION** 

IN EMPLOYMENT, EDUCATION, HOUSING, PUBLIC

ACCOMMODATION, LAW ENFORCEMENT OR

**PUBLIC SERVICE** 

**BASED ON** 

religion, race (including hair texture and protective

hairstyles), color, national origin, sex, disability, sexual

orientation, gender identity or expression, age<sup>1</sup>,

marital status<sup>1</sup>, height<sup>2</sup>, weight<sup>2</sup>, arrest record<sup>2</sup>, genetic

information<sup>2</sup>, and familial status<sup>3</sup>

must notify their employers in writing within 182 days.

<sup>1</sup> Under the education article, age and marital status

are prohibited considerations for admissions only

in employment only

<sup>3</sup> in housing only

Persons with disabilities needing accommo

If you think you have been

the Michigan Department

Video Phone: 313-437-7035

of Civil Rights.

**Posting Date** 

Call 1-800-482-3604

employees in a readily accessible manner, Safety Data Sheets (SDS) for those hazardous chemicals in their workplace. Employees cannot be discharged or TO BE POSTED THROUGHOUT THE WORKPLACE NEXT TO THE SAFETY DATA SHEETS (SDS) LOCATION POSTERS discriminated against for exercising their

#### rights including the request for information on hazardous chemicals. Employees must be notified and given direction (by employer posting) for locating Safety Data Sheets and the receipt of new or

**ECONOMIC OPPORTUNITY (LEO)** 

revised SDS(s). When the employer has not provided a SDS, employees may request assistance in obtaining SDS from the: MICHIGAN DEPARTMENT OF LABOR AND

MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION GENERAL INDUSTRY SAFETY AND HEALTH **DIVISION (517) 284-7750 CONSTRUCTION SAFETY AND HEALTH DIVISION AND ASBESTOS LICENSING** (517) 284-7680

www.michigan.gov/miosha

MIOSHA/CET #2105

**Michigan Occupational Safety** 

and Health Administration

SDS(s) For This Workplace

**Are Located At** 

Location(s)

Location(s)

Person(s) responsible for SDS(s)

Phone

LEO is an equal opportunity employer/program.

REV. 12/2019

REV.08/2021

# YOUR RIGHTS UNDER USERRA

## THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

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.

You have the right to be reemployed in your civilian job if you leave that job to

place notices for employees.

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, 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., preexisting condition exclusions) except for service-connected illnesses or injuries.

The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate and resolve complaints of USERRA violations. For assistance in filing a complaint, or for any other information on If you are eligible to be reemployed, you must be restored to the job and benefits you

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

employer for violations of USERRA. 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: 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 requirement by displaying the text of this notice where they customarily

U.S. Department of Labor • 1-866-487-2365 U.S. Department of Justice Office of Special Counsel Employer Support of the Guard and Reserve • 1-800-336-4590

### U.S. Equal Employment Opportunity Commission **Know Your Rights: Workplace Discrimination is Illegal**

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. someone assisting or encouraging someone else to

exercise rights, regarding disability discrimination

Do not delay, because there are strict time limits for filing

1-800-669-4000 (toll free)

1-800-669-6820 (TTY)

(including accommodation) or pregnancy What can You Do if You Believe Discrimination Contact the EEOC promptly if you suspect discrimination.

a charge of discrimination (180 or 300 days, depending or where you live/work). You can reach the EEOC in any of the **Submit** an inquiry through the EEOC's public portal: https://publicportal.eeoc.gov/Portal/Login.aspx

1-844-234-5122 (ASL video phone) medical conditions, sexual orientation, or gender an EEOC field office (information at www.eeoc.gov/field-office) E-Mail info@eeoc.gov Additional information about the

EEOC, including information about

filing a charge of discrimination, is

available at www.eeoc.gov **EMPLOYERS HOLDING FEDERAL CONTRACTS** exercising rights regarding disability discrimination **OR SUBCONTRACTS** The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) enforces the

> companies doing business with the Federal Government. If you are applying for a job with, or are an employee of, a company with a Federal contract or subcontract, you are protected under Federal law from discrimination on the following bases: Race, Color, Religion, Sex, Sexual Orientation,

**Gender Identity, National Origin** 

nondiscrimination and affirmative action commitments of

#### Executive Order 11246, as amended, prohibits employment discrimination by Federal contractors based on race, color, Harassment (including unwelcome verbal or physical religion, sex, sexual orientation, gender identity, or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment

Executive Order 11246, as amended, protects applicants and employees of Federal contractors from discrimination based on inquiring about, disclosing, or discussing their compensation or the compensation of other applicants or employees. Disability

Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals with disabilities from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment by Federal contractors. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise qualified individual with a

Federal contractors take affirmative action to employ

and advance in employment qualified individuals with

## disabilities at all levels of employment, including the **Protected Veteran Status**

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, prohibits employment discrimination against, and requires affirmative action to recruit, employ, and advance in employment, disabled veterans, recently separated veterans (i.e., within three years of discharge or release from active duty), active duty wartime or campaign badge veterans, or Armed Forces service medal veterans.

**REV. 05/2022** 

Retaliation Retaliation is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination by Federal contractors under these Federal laws. Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations under OFCCP's authorities should contact immediately:

The Office of Federal Contract Compliance Programs (OFCCP) U.S. Department of Labor 200 Constitution Avenue, N.W. Washington, D.C. 20210 1–800–397–6251 (toll-free) If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications

submitting a question online to OFCCP's Help Desk at https://ofccphelpdesk.dol.gov/s/, or by calling an OFCCP regional or district office, listed in most telephone directories under U.S. Government, Department of Labor and on OFCCP's "Contact Us" webpage at https://www.dol.gov/agencies/ofccp/contact. PROGRAMS OR ACTIVITIES RECEIVING

FEDERAL FINANCIAL ASSISTANCE

relay services. OFCCP may also be contacted by

#### Race, Color, National Origin, Sex In addition to the protections of Title VII of the Civil Rights Act of 1964, as amended, Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color or national origin in programs or activities receiving Federal financial assistance. Employment discrimination is covered by Title VI if the primary objective

of the financial assistance is provision of employment,

or where employment discrimination causes or may

cause discrimination in providing services under such

programs. Title IX of the Education Amendments of 1972 prohibits employment discrimination on the basis of sex in educational programs or activities which receive Federal financial assistance. **Individuals with Disabilities** Section 504 of the Rehabilitation Act of 1973, as amended, prohibits employment discrimination on the basis of disability in any program or activity which receives Federal financial assistance. Discrimination is prohibited in all

assistance, you should immediately contact the Federal

#### aspects of employment against persons with disabilities who, with or without reasonable accommodation, can perform the essential functions of the job. If you believe you have been discriminated against in a program of any institution which receives Federal financial

REV. 06/27/2023

## **Attention Employees**

protections and obligations for employees and employers under Michigan law. The Act does not require your employer to compensate you for or a portion of the costs of litigation, including reasonable

> If you believe that your employer has violated this Act you may bring civil action in circuit court within 90 days of the alleged violation of the Act

MIOSHA does not enforce the Michigan Whistleblowers Protection Act (469 P.A.1980) Visit our website at

# www.michigan.gov/miosha for additional information.

# MICHIGAN SAFETY AND HEALTH

THE MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ACT, 1974 P.A. 154, AS AMENDED

REQUIRES POSTING OF THIS DOCUMENT IN A CENTRAL AND CONSPICUOUS LOCATION. FAILURE TO DO SO MAY RESULT IN A PENALTY. The Michigan Occupational Safety and Health Act (MIOSH Act), Act No. 154 of the Public Acts of 1974, as amended, provides job safety and health protection for Michigan employees through the maintenance of safe and healthful working conditions. Under the MIOSH Act and a state plan approved in September 1973 by the U.S. Department of Labor, the

Michigan Department of Labor and Economic Opportunity is responsible for administering the Act. Department representatives conduct job site inspections and investigations to ensure compliance with the Act and with safety and health standards. The contents of this poster describe many important provisions of the Act.

These provisions apply equally to employers and employees in either private industry or the public sector. **EMPLOYER REQUIREMENTS:** MIOSHA requires that each employer: Furnish to each employee employment and a place of employment which is free from recognized hazards that are causing or are likely to

cause death or serious physical harm to the employee. Comply with promulgated rules and standards and with orders issued pursuant to the Act. Post this and other notices and use other appropriate measures to

keep his or her employees informed of their protection and obligations under the Act, including the provisions of applicable rules and Notify the Michigan Department of Labor and Economic Opportunity within 8 hours of any work-related fatality. Notification may be

accomplished by calling 1-800-858-0397. Notify the Michigan Department of Labor and Economic Opportunity within 24 hours of all work-related inpatient hospitalizations, amputations and losses of an eye. Notification may be accomplished by calling 844-464-6742 (4MIOSHA).

Make available to employees, for inspection and copying, all medical records and health data in the employer's possession pertaining to that

Afford an employee an opportunity with or without compensation to attend all meetings between the Michigan Department of Labor and Economic Opportunity and the employer relative to any appeal of a citation by the employer.

Give the representative of employees the opportunity to accompany the department during the inspection or investigation of a place of employment and to prohibit the suffering of any loss of wages or fringe benefits or discriminate against the representative of employees for time spent participating in the inspection, investigation, or opening and closing conferences.

Provide personal protective equipment, at the employer's expense, when it is specifically required by a MIOSHA standard.

Not permit an employee, other than an employee whose presence is necessary to avoid, correct or remove an imminent danger, to operate equipment or engage in a process which has been tagged by the Department and which is the subject of an order issued by the Department identifying that an imminent danger exists. To promptly notify an employee who was or is being exposed to toxic

which exceed those prescribed by a MIOSHA standard. **EMPLOYEE REQUIREMENTS:** MIOSHA requires that each employee: Comply with promulgated rules and standards and with orders issued Not remove, displace, destroy, or carry off a safeguard furnished or

materials or harmful physical agents in concentrations or at levels

provided for use in a place of employment, or interfere in any way with the use thereof by any other person. **INSPECTIONS/INVESTIGATIONS:** Inspections and investigations are conducted by trained personnel. The Act requires that an employer representative and a representative of employees be given an opportunity to

accompany the department representative for the purpose of aiding in the inspection or investigation. If a representative of employees does not participate, the department representative will consult with a number of employees concerning matters

of safety or health in the place of employment.

**TWO** ways to verify poster compliance!

Go to: JJKeller.com/LLPverify

Enter this code: 69398-022024

**QR CODE** Scan with phone camera:

ONLINE

Lansing, Michigan 48909-8143 www.michigan.gov/miosha

#### Fatality Hotline ......1-800-858-0397

MIOSHA Injuries/Illnesses Reporting ......1-844-464-6742 Consultation and Training Assistance.....1-517-284-7720 **Michigan Occupational Safety and Health Administration** 

MIOSHA/CET 2010

The Michigan Department of Labor and Economic Opportunity (LEO) is a equal opportunity employers/program.

800-327-6868 FEB2024 65790F FED-MI-ENG

REV. 06/2021

**REV. 12/2019** 

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# **BEGINNING JULY 24, 2009 CHILD LABOR**

FED

MI

GRETCHEN WHITMER

**GOVERNOR** 

Effective Date

January 1, 2023

January 1, 2024

January 1, 2025

employees 16 years of age and older.

off in lieu of overtime compensation.

production or a differential other than sex.

he employee is entitled to the higher minimum wage rate.

The Paid Medical Leave Act, 2018 Public Act 338.)

the next benefit year. (See section 3 of the Paid Medical Leave Act, 2018 Public Act 338).

Preventative care of the employee or his or her family member

determined by health authorities or a health care provider

Medical care or psychological or other counseling

investigate a complaint and attempt mediation, where appropriate.

\*For precise language of the statute, see Public Act 338 of 2018, as amended

**Notice To All Employees:** 

**Information about Unemployment Benefits** 

Unemployment benefits are payable to qualified and eligible workers

If you become unemployed, you can file your new unemployment

of this employer through Michigan's Unemployment Insurance Agency.

claim or reopen an established claim online through the Michigan Web

Account Manager (MiWAM) at **michigan.gov/uia**. Click on MiWAM for

A claim for benefits begins the week it is filed. File your claim the first

For complete information about your benefit rights and responsibilities,

UIA is an equal opportunity employer/program. Auxiliary aids, services

and other reasonable accommodations are available upon request to

Unemployment Insurance Agency; Authority: Michigan Administrative

review the Handbook for Unemployed Workers at michigan.gov/uia.

**DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY** 

Michigan Department of Labor and Economic Opportunity

Michigan Department of Labor and Economic Opportunity (LEO)

Michigan Occupational Safety and Health Administration

For further information visit our website at: www.michigan.gov/miosha

Michigan Occupational Safety and Health Administration

Consultation Education and Training Division

LEO is an equal opportunity employer/program

Paid in part with Federal OSHA funds.

(517) 284-7720

**MIOSHA** 

MIOSHA/CET #2106

Code, Section R 421.105; Paid for with federal funds.

Relocation and obtaining legal services

MI

This employer is covered by the

MICHIGAN EMPLOYMENT SECURITY ACT

File an unemployment claim online

week you become unemployed.

UNEMPLOYMENT INSURANCE AGENCY

STATE OF MICHIGAN

individuals with disabilities.

**New or Revised** 

MI

Receiving services from a victim services organization

days to provide documentation. Employees may take paid medical leave for any of the following:

Medical diagnosis, care, or treatment of the employee or employee's family member

Physical or mental illness, injury, or health condition of the employee or his or her family member

For domestic violence and sexual assault situations, employees may use paid medical leave for any of the following:

Closure of the employee's primary workplace by order of a public official due to a public health emergency

Participation in civil or criminal proceedings related to or resulting from the domestic violence or sexual assault

willingly violates the posting requirement is subject to an administrative fine of not more than \$100.00 for each separate violation.

GRETCHEN WHITMER

GOVERNOR

to an employer who does not pay minimum wage and/or overtime.

Employees must be paid at least:

An employee must be at least 16 years old to work in most non-farm jobs and at least 18 to work in non-farm jobs declared hazardous by the Secretary of Labor. Youths 14 and 15 years old may work outside school hours in various

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

UNITED STATES DEPARTMENT OF LABOR

Michigan Department of Labor and Economic Opportunity

**Wage and Hour Division** 

PO Box 30476

Lansing, MI 48909-7976

**REQUIRED POSTER** 

**GENERAL REQUIREMENTS - MINIMUM WAGE and OVERTIME** 

The Improved Workforce Opportunity Wage Act (IWOWA), Public Act 337 of 2018, as amended, covers employers who employ 2 or more

**Minimum Hourly Rate** 

\$3.93

\$4.01

A training wage of \$4.25 per hour may be paid to employees 16 to 19 years of age for the first 90 calendar days of employment.

state, as determined by the Bureau of Labor Statistics, United States Department of Labor, is less than 8.5%.

Coverage

**Minimum Hourly Wage Rate** 

An increase in the minimum hourly wage rate as prescribed in subsection (1) does not take effect if the unemployment rate for this state,

as determined by the Bureau of Labor Statistics, United States Department of Labor, is 8.5% or greater for the calendar year preceding the

effect pursuant to this subsection takes effect in the first calendar year following a calendar year for which the unemployment rate for this

**Training Wage** 

Overtime

Employees covered by the IWOWA must be paid 1-1/2 times their regular rate of pay for hours worked over 40 in a workweek. The following

are exempt from overtime requirements: employees exempt from the minimum wage provisions of the Fair Labor Standards Act of 1938,

and political appointees; employees of amusement and recreational establishments operating less than 7 months of the year; agricultural

Compensatory Time

worked. The agreement must be voluntary, in writing, and obtained before the compensatory time is earned. All compensatory time earned

must be paid to an employee. Accrued compensatory time may not exceed 240 hours. Employers must keep a record of compensatory time

earned and paid. Contact the Wage and Hour Division for information on the conditions an employer must meet to offer compensatory time

**Equal Pay** 

29 USC 201 to 219 (except certain domestic service employees), professional, administrative, or executive employees; elected officials

If an employer meets certain conditions, employees may agree to receive compensatory time of 1-1/2 hours for each hour of overtime

An employer shall not discriminate on the basis of sex by paying employees a rate which is less than the rate paid to employees of the

where payment is pursuant to a seniority system, merit system or system measuring earnings on the basis of quantity or quality of

An employee may either file civil action for recovery of unpaid minimum wages or overtime, or they may file a complaint with the

opposite sex for equal work on jobs requiring equal skill, effort, and responsibility performed under similar working conditions - except

Department of Labor and Economic Opportunity. The department may investigate a complaint and file civil action to collect unpaid wages

or overtime due the employee and all employees of an establishment. Recovery under this act can include unpaid minimum wages and/or

overtime, plus an equal additional amount as liquidated damages, costs, and reasonable attorney fees. A civil fine of \$1,000 can be assessed

LEO is an equal opportunity employer/program.

Auxiliary aids, services and other reasonable accommodations are available, upon request, to individuals with disabilities.

www.michigan.gov/wagehour ● Toll Free 1-855-4MI-WAGE (1-855-464-9243)

NOTICE: This state has its own minimum wage law. Employers are also required to display the federal Employee Rights Under the Fair Labor Standards Act

osting, which indicates the federal minimum wage. Where federal and state rates both apply to an employee, the U.S. Department of Labor dictates that

THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY.

Michigan Department of Labor and Economic Opportunity

Wage and Hour Division

PO Box 30476

Lansing, MI 48909-7976

REQUIRED POSTER

Coverage The Paid Medical Leave Act, 2018 Public Act 338, as amended by 2018 Public Act 369, effective March 29, 2019, covers employers who employ 50

or more individuals. The act covers individuals engaged in service to an employer in the business of the employer and from whom an employer is

required to withhold for federal income tax purposes. An eligible employee does not include executive, administrative, and professional overtime

exempt employees, employees covered by a private collective bargaining agreement that is in effect, employees of the United States government,

another state, or a political subdivision of another state, individuals whose primary work location is not in this state, individuals 16-19 years of age

being paid the vouth training wage in accordance with the Improved Workforce Opportunity Wage Act, temporary employees as described in the

Michigan Employment Security Act, variable hour employees as defined by 26 CFR 54.4980H-1, employees covered by the Railway Labor Act and Railroad Unemployment Insurance Act, individuals employed by an employer for 25 weeks or fewer in a calendar year for a job scheduled for 25

weeks or fewer, individuals who worked, on average, fewer than 25 hours per week during the immediately preceding calendar year. (See section 2 of

Paid Medical Leave Accrual

Paid medical leave accrual begins on March 29, 2019, or upon commencement of the employee's employment, whichever is later. Paid medical leave

is accrued at a rate of 1 hour for every 35 actual hours worked; however, an employer is not required to allow accrual of over 1 hour in a calendar

employee's benefits. Employees can carry over up to 40 hours of unused accrued paid medical leave from one benefit year to the next; however,

employers are not required to allow employees to use more than 40 hours in a single benefit year. An employer may provide the total amount of

paid medical leave all at once by providing at least 40 hours at the beginning of the benefit year or on the date that the individual becomes eligible

during the benefit year on a prorated basis. If an employer adopts this practice, it does not have to permit employees to carry over unused leave to

Paid Medical Leave Usage

employer's usual and customary notice, procedural, and documentation requirements for requesting leave. The employee must be allowed at least 3

The care of his or her child whose school or place of care has been closed by order of a public official due to a public health emergency

The employee's or his or her family member's exposure to a communicable disease that would jeopardize the health of others as

**Employee Rights** 

An employee may file a complaint with the Department of Labor and Economic Opportunity (LEO) within 6 months of the alleged violation. LEO shall

lf informal resolution is unsuccessful and a violation found, payment of paid medical leave improperly withheld will be requested and penalties may

be imposed. An employer who fails to provide paid medical leave is subject to an administrative fine of not more than \$1,000.00. An employer who

LEO is an equal opportunity employer/program

Auxiliary aids, services and other reasonable accommodations are available, upon request, to individuals with disabilities.

www.michigan.gov/wagehour • Toll Free 1-855-4MI-WAGE (1-855-464-9243)

UIA 1710

**REV. 12/2019** 

**Receipt Date** 

As Required by the Michigan Right To Know Law

New or Revised SDS

An employee may use paid medical leave as it is accrued except an employer may require an employee to wait until the 90th calendar day after

commencing employment before using accrued paid medical leave. Paid medical leave must be used in 1-hour increments unless the employer

has a different increment policy set forth in writing in an employee handbook or other employee benefit document. Employees must follow the

week or more than 40 hours in a benefit year. A benefit year is any consecutive 12-month period used by an employer to calculate an eligible

GENERAL REQUIREMENTS – PAID MEDICAL LEAVE ACT\*

calendar year of the prescribed increase. An increase in the minimum hourly wage rate as prescribed in subsection (1) that does not take

**Tipped Employee** 

**Reported Average Hourly Tips** 

special certificates issued by the Department of Labor.

OF LABOR UNITED STATES OF AMERICA

resulted in economic loss to the employer

results disclosed to unauthorized persons.

**ENFORCEMENT** 

**WAGE AND HOUR DIVISION** UNITED STATES

violators. Employees or job applicants may also bring their own court actions.

WH1462

**FEDERAL** 

**REV. 02/2022** 

1-866-487-9243

FED

FED

perform service in the uniformed service and:

with that particular employer;

under other than honorable conditions.

are a past or present member of the •

have applied for membership in the

RIGHT TO BE FREE FROM DISCRIMINATION AND RETALIATION

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

enforcement of USERRA rights, including testifying or making a statement in

connection with a proceeding under USERRA, even if that person has no service

conclusion of service; and

cases, a comparable job.

uniformed service;

uniformed service; or

initial employment;

reemployment

because of this status.

then an employer may not deny you

retention in employment;

you ensure that your employer receives advance written or verbal notice of

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

would have attained if you had not been absent due to military service or, in some

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

are obligated to serve in the

any benefit of employment

uniformed service;

promotion; or

you have five years or less of cumulative service in the uniformed services while

Who is Protected? Employees (current and former), including managers

Age (40 and older)

and temporary employees Job applicants Union members and applicants for membership in **What Types of Employment Discrimination are** 

Under the EEOC's laws, an employer may not discriminate against you, regardless of your immigration status, on the Color National origin Sex (including pregnancy, childbirth, and related

Disability for, or purchase, use, or disclosure of genetic tests, genetic services, or family medical history) Retaliation for filing a charge, reasonably opposing discrimination, or participating in a discrimination lawsuit, investigation, or proceeding Interference, coercion, or threats related to

or pregnancy accommodation

What Organizations are Covered?

Most private employers

Discharge, firing, or lay-off

Hiring or promotion

conduct)

MI

**PROTECTIONS:** 

Assignment

Educational institutions (as employers) Staffing agencies **What Employment Practices can be Challenged** as Discriminatory? All aspects of employment, including:

State and local governments (as employers)

Failure to provide reasonable accommodation for a disability; pregnancy, childbirth, or related medical condition; or a sincerely-held religious belief, observance or practice Job training Classification

Conduct that coerces, intimidates, threatens, or

It is illegal for employers in Michigan to discharge, threaten

compensation, terms, conditions, location or privileges of

employment because you or a person acting on your behalf

of federal, state or local laws, rules or regulations to a public

It is illegal for employers in Michigan to discharge, threaten

compensation, terms, conditions, location or privileges of

or otherwise discriminate against you regarding your

employment because you take part in a public hearing,

The Act does not diminish or impair either your rights or

the rights of your employer under any collective bargaining

investigation, inquiry or court action.

reports or is about to report a violation or a suspected violation

or otherwise discriminate against you regarding your

nterferes with someone exercising their rights, or

Asking About, Disclosing, or Discussing Pay Pay (unequal wages or compensation)

Obtaining or disclosing genetic information of Requesting or disclosing medical information of Conduct that might reasonably discourage someone from opposing discrimination, filing a charge, or disability who is an applicant or employee, barring undue participating in an investigation or proceeding hardship to the employer. Section 503 also requires that

**PENALTIES:** 

The Michigan Whistleblowers' Protection Act (469 P.A. 1980) creates certain

your participation in a public hearing, investigation, inquiry, or The Act does not protect you from disciplinary action if you make a report to a public body that you know is false.

believes such an award is appropriate. This poster is provided as a *courtesy* of the Michigan Occupational Safety and Health Administration (MIOSHA)

## reinstatement, the payment of back wages, full reinstatement of fringe benefits and seniority rights, actual damages, or any combination of these remedies. The court may also award all

PROTECTION ON THE JOB

**COMPLAINTS:** Employees and employee representatives who believe that an unsafe or unhealthful condition exists in their workplace have the right to request an inspection by giving written notice to the Michigan Department of Labor and Economic Opportunity. If a condition exists which may present an immediate danger, the Department should be notified in the most expedient manner without regard to a written notice. The names of complainants will be kept confidential and not revealed upon the request of the employee. Employees also have the right to bring unsafe or unhealthful conditions to the attention of the department representative during the conduct of an inspection or investigation.

Economic Opportunity within 30 days of the alleged discrimination. Regional Office of OSHA, 230 South Dearborn, Chicago, Illinois 60604. of Labor and Economic Opportunity believes that a requirement of the

is punishable by a fine of up to \$10,000 or may be imprisoned for not more than 6 months or both. Any willful violation resulting in death of an employee, upon conviction, is punishable by a fine of up to \$10,000 or by imprisonment for not more than one year or both. A second conviction doubles the maximum monetary penalty and is punishable by imprisonment for up to three years. **VOLUNTARY ACTIVITY & COMPLIANCE ASSISTANCE:** The act encourages

Criminal penalties also are provided for in the Act. A person who knowingly

makes a false statement or report pursuant to the Act upon conviction

occupational safety and health for both employer and employee groups. Requests for service should be addressed to the department at the address The U.S. Department of Labor will continue to enforce federal standards governing maritime operations of long shoring, shipbuilding, ship breaking and ship repairing. These issues are not covered by the Michigan Plan for

530 W. Allegan Street, P.O. Box 30643

To update your labor law posters contact J. J. Keller & Associates, Inc. JJKeller.com/laborlaw

62832

attorney fees and witness fees to the complainant if the court

agency providing such assistance.

Persons found in violation of this Act may be subject to a civil If your employer has violated this Act the court can order your

discriminated against for filing a complaint or exercising any of their rights under the Act. An employee who believes he or she has been discriminated against may file a complaint with the Michigan Department of Labor and The U.S. Department of Labor is monitoring the operation of the Michigan Occupational Safety and Health Administration (MIOSHA) to assure the effective administration of the state act. Any person may make a written complaint regarding the state administration of the state act directly to the CITATIONS: If upon inspection or investigation the Michigan Department

The Act provides that employees may not be discharged or in any manner

prominently posted at or near the place of the alleged violation for three days or until the violation is corrected, whichever is later. The Act provides for first instance penalties of up to \$7,000 for a violation. Penalties of up to \$7,000 per day may be assessed for failure to correct a violation within a proposed abatement period. Any employer who willfully or repeatedly violates the Act may be assessed penalties of up to \$70,000 for each such violation. Employers may appeal the alleged citation, the proposed penalties or the abatement periods to the Department and to the Board of Health and Safety Compliance and Appeals. Employees may appeal the abatement period in a similar manner. Employees also may appeal to the Board of Health and Safety Compliance and Appeals any decision issued by the Department in response to an employer appeal.

Act has been violated, a citation alleging such violation and setting a time

period for correction will be issued to the employer. The citation must be

employers and employees to reduce workplace hazards voluntarily. The Michigan Department of Labor and Economic Opportunity offers

limited on-site consultation assistance to employers to assist them in

achieving compliance with occupational safety and health standards.

Training specialists are available and can give advice on the correction of

hazardous conditions and on the development of safety and health systems.

Department staff are available to conduct seminars and training relative to

shown below. Occupational Safety and Health. **MORE INFORMATION:** 

**Michigan Department of Labor and Economic Opportunity Michigan Occupational Safety and Health Administration** 

THIS IS AN IMPORTANT DOCUMENT - DO NOT COVER!

Since 1953