U.S. Equal Employment Opportunity Commission

Know Your Rights: Workplace Discrimination is Illegal

discrimination in employment. If you believe you've been discriminated against at work or in applying for a job,

The U.S. Equal Employment Opportunity Commission (EEOC) enforces Federal laws that protect you from

FED

EMPLOYEE RIGHTS UNDER THE FAIR LABOR STANDARDS ACT

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

BEGINNING JULY 24, 2009

The law requires employers to display this poster where employees can readily see it. **OVERTIME PAY** At least $1\frac{1}{2}$ times the regular rate of pay for all hours worked over 40 in a workweek.

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 non-manufacturing, non-mining, nonhazardous jobs with certain work hours 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 difference.

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 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 overtime pay provisions of the law. Civil money penalties may also be assessed for violations of the FLSA's child labor provisions. Heightened civil 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. The law also prohibits retaliating against or discharging workers who file complaint or participate in any proceeding under the FLSA.

ADDITIONAL INFORMATION

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 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

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 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.

OF LABOR UNITED STATES OF AMERICA

WAGE AND HOUR DIVISION UNITED STATES

1-866-487-9243 www.dol.gov/agencies/whd



REV. 04/2023

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EMPLOYEE RIGHTS EMPLOYEE POLYGRAPH PROTECTION ACT

for pre-employment screening or during the course of Employers are generally prohibited from requiring or

The Employee Polygraph Protection Act prohibits most

private employers from using lie detector tests either

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

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

n national security-related activities The Act permits polygraph (a kind of lie detector) tests to be administered in the private sector, subject to restrictions, to certain prospective employees of security service 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

OF LABOR **UNITED STATES**

UNITED STATES **DEPARTMENT OF LABOR**

WAGE AND HOUR DIVISION

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reasonably suspected of involvement in a workplace incident

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

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

have test results disclosed to unauthorized persons.

rights, including the right to a written notice before testing,

the right to refuse or discontinue a test, and the right not to

The Secretary of Labor may bring court actions to restrain

Employees or job applicants may also bring their own court

THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS

POSTER WHERE EMPLOYEES AND JOB APPLICANTS

CAN READILY SEE IT.

violations and assess civil penalties against violators.

restrictive with respect to lie detector tests

EXAMINEE RIGHTS

ENFORCEMENT

(theft, embezzlement, etc.) that resulted in economic loss to



REV. 02/2022

Department of Labor Minimum Wage Law

\$7.25 per hour effective July 24, 2009 Indiana law requires this poster to be displayed in a conspicuous

Most Indiana employers and employees are covered by the minimum wage and overtime provisions of the federal Fair Labor Standards Act (FLSA); however those not covered under federal law may still be covered by the Indiana Minimum Wage Law. Both the federal and Indiana state minimum wage increased from \$6.55 per hour to \$7.25 per hour, effective July 24,

The Indiana Minimum Wage Law generally requires employers to pay employees at least the minimum wage for all hours worked and to pay employees 1 ½ times their regular rate of pay "Overtime compensation") when employees work more than forty (40) hours during a work week. However, there are many exceptions to the overtime pay requirement. Most of those exceptions can be found at Indiana Code § 22-2-2-3 (a) – (p) Indiana law requires every employer subject to the Indiana

Minimum Wage Law to furnish each employee a statement of the

hours worked by the employee, the wages paid to the employee, and a listing of the deductions made. The Indiana Minimum Wage Law also prohibits pay discrimination on the basis of sex.

Generally, employers must pay tipped employees at least \$2.13 per hour if the employer claims a tip credit. If the employee's

tips combined with the hourly wage do not equal the minimum wage, the employer must make up the difference. place in the area where employees are employed

> Indiana employers may pay \$4.25 per hour to employees under 20 years of age for the first 90 consecutive calendar days after the employee is initially employed by the employer.

Indiana law provides for both civil and criminal penalties for

violation of the Indiana Minimum Wage Law. For Additional Information For additional information, please contact the Indiana Department of Labor's Wage and Hour Division by email at

wagehour@dol.in.gov or phone (317) 232-2655. Indiana Department of Labor 402 West Washington Street, Room W195 Indianapolis, Indiana 46204

(317) 232-2655 WWW.IN.GOV/DOL

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 posting, which indicates the federal minimum wage. Where federal and state rates both apply to an employee, the U.S. Department of Labor dictates that the employee is entitled to the higher minimum wage rate. THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY.

IN

Department of Labor **Teen Work Hour Restrictions**

Employers of minors who are 14, 15, 16 or 17 years of age are required by law to post the maximum number of hours minors may be permitted to work each day of the week. The information must be posted in a conspicuous place or in places where notices are customarily posted. For additional copies please visit www.in.gov/dol/youthemployment.htm.

> 14 and 15 year old minors 3 hours per school day

18 hours per school week 40 hours per non-school weeks

May not work before 7:00 a.m. or after 7:00 p.m. but may work until 9:00 p.m. from June 1 through Labor Day, except on a night followed by a school day

May only work outside of school hours, (Not during normal school hours)

16 and 17 year old minors 9 hours per day

40 hours per school week

48 hours per non-school week No more than 6 consecutive workdays No start time between 12:00 a.m. & 6:00 a.m. Until 10:00 p.m. on nights followed by a school day

With written parental permission 16 and 17 year old minors may work until 11:00 p.m. on nights followed by a school day

No restricted end time on nights not followed by a school day

May not work in an establishment open to the public between 10:00 p.m. & 6:00 a.m. unless another employee at least 18 years of age also works during the same hours as the minor.

Indiana Department of Labor/Bureau of Child Labor 402 West Washington Street, Room W195, Indianapolis, Indiana 46204 Phone: (317) 232-2655 • Fax: (317) 233-3790 • TT Voice: 1-800-743-3333 E-Mail: youthemployment@dol.in.gov • Web: www.in.gov/dol/youthemployment.htm

IN

Worker's Compensation Board of Indiana **WORKER'S COMPENSATION NOTICE**

Your employer is required to provide for payment of benefits under the Worker's Compensation Act of the State of

Any employee who is injured while at work should report the injury immediately to their supervisor, employer, or designated representative.

The worker's compensation insurance carrier or the administrator for

(name of company)

(name of insurance carrier or administrator) (name of carrier/administrator) (mailing address)

(city, state, zip)

(telephone number)

(contact person) For more information about rights or procedures under the Indiana Worker's Compensation system, call or write:

> Worker's Compensation Board of Indiana OMBUDSMAN DIVISION

402 W. Washington St., Rm W196 Indianapolis, IN 46204 (317) 232-3808 1-800-824-2667

Indiana Worker's Compensation Board

FED

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

FEDERAL

FED

Who is Protected?

Color

Religion

Disability

National origin

Age (40 and older)

Job applicants

immigration status, on the bases of:

orientation, or gender identity)

What Organizations are Covered?

Most private employers

All aspects of employment, including:

Hiring or promotion

Assignment

Benefits

Referral

Job training

Classification

Discharge, firing, or lay-off

Staffing agencies

the EEOC may be able to help.

Employees (current and former), including managers and temporary employees

Under the EEOC's laws, an employer may not discriminate against you, regardless of your

Sex (including pregnancy, childbirth, and related medical conditions, sexual

Genetic information (including employer requests for, or purchase, use, or disclosure

Retaliation for filing a charge, reasonably opposing discrimination, or participating

Interference, coercion, or threats related to exercising rights regarding disability

What Employment Practices can be Challenged as Discriminatory?

or related medical condition; or a sincerely-held religious belief, observance or

Conduct that coerces, intimidates, threatens, or interferes with someone exercising

their rights, or someone assisting or encouraging someone else to exercise rights,

regarding disability discrimination (including accommodation) or pregnancy

Contact the EEOC promptly if you suspect discrimination. Do not delay, because there are

Substance Abuse & Mental Health Treatment

Federal Educational Resources

Indiana Bureau of Motor Vehicles

Minority Veteran Resources

YOU HAVE A LOCAL EXPERT

FIND YOUR

COUNTY VETERAN SERVICE

OFFICER (CVSO)

VA has a variety of mental health resources, information, treatment options

and more, all accessible to Veterans, Veterans' supporters and the general

VA education benefits help Veterans, service members, and their qualified

Military, Veteran, & Surviving Spouse Indicators License Plates Supportin

Driver License Renewal/Replacement Military CDL Skills Waiver Program

Veterans and Military Military-Provided Motorcycle Safety Courses Plate &

The Center for Minority Veterans is the Department of Veterans Affairs model

for inter-and intra-agency co-operation, to ensure all veterans receive equal

school or training program, and getting career counseling.

ervice regardless of race, origin, religion, or gender.

Voting for Military Overseas Citizens

U.S. Department

of Veterans Affairs

(800) 698-2411

family members with the needs like paying college tuition, finding the right

Harassment (including unwelcome verbal or physical conduct)

Obtaining or disclosing genetic information of employees

Requesting or disclosing medical information of employees

filing a charge, or participating in an investigation or proceeding

What can You Do if You Believe Discrimination has Occurred?

you live/work). You can reach the EEOC in any of the following ways:

an inquiry through the EEOC's public portal:

1-844-234-5122 (ASL video phone)

an EEOC field office (information at

1-800-669-4000 (toll free)

www.eeoc.gov/field-office)

Additional information about the EEOC, including

information about filing a charge of discrimination

info@eeoc.gov

is available at www.eeoc.gov.

E-Mail

REV. 04/2023

1-800-669-6820 (TTY)

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

Union members and applicants for membership in a union

of genetic tests, genetic services, or family medical history)

in a discrimination lawsuit, investigation, or proceeding

discrimination or pregnancy accommodation

State and local governments (as employers)

Educational institutions (as employers)

Pay (unequal wages or compensation)

What Types of Employment Discrimination are Illegal?

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

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 employerprovided paid leave if your employer's paid leave policy covers the reason for which you need FMLA leave.

You are an **eligible employee** if **all** of the following apply:

You work for a covered employer,

Am I eligible to take FMLA leave?

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 Your employer has at least 50 employees within 75 miles of your work location.

Airline flight crew employees have different "hours of service" requirements. You 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 current or previous calendar year,

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

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

You do not have to share a medical diagnosis but must provide enough information to your employer so they

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 not taken

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

Call 1-866-487-9243 or visit dol.gov/fmla to learn more.

How much of your requested leave, if any, will be FMLA-protected leave. Where can I find more information?

lf 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 complaint process**.

WAGE AND HOUR DIVISION UNITED STATES DEPARTMENT OF LABOR



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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.

REEMPLOYMENT RIGHTS You have the right to be reemployed in your civilian job if you leave that job to perform service in the uniformed

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

you return to work or apply for reemployment in a timely manner after conclusion of service; and you have not been separated from service with a disqualifying discharge or under other than honorable

If you are eligible to be reemployed, you must be restored to the job and benefits you would have attained if you had

not been absent due to military service or, in some cases, a comparable job. RIGHT TO BE FREE FROM DISCRIMINATION AND RETALIATION

are obligated to serve in the uniformed service: are a past or present member of the uniformed service;

have applied for membership in the uniformed service; o then an employer may not deny you: initial employment:

retention in employment;

because of this status. 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

HEALTH INSURANCE PROTECTION

If you leave your job to perform military service, you have the right to elect to continue your existing employerbased 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., pre-existing condition exclusions) except for service-connected illnesses or injuries. **ENFORCEMENT**

The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate and

For assistance in filing a complaint, or for any other information on USERRA, contact VETS at 1-866-4-USA-DOL

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.

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

This Business is Subject to Indiana's

Unemployment Insurance Laws

www.in.gov/dwd

1-800-891-6499

For TDD/TYY: 317-232-7560

Regulations. **EMPLOYEES:**

All employees shall comply with Occupational Safety and Health Standards and all rules, regulations, and orders issued under the Act,

their representatives to bring possible safety and health violations to the attention of the Department of Labor inspector in order to aid the inspection. This requirement may be fulfilled by allowing a representative of the employees and a representative of the employer to accompany the inspector during inspection. Where there is no employee representative, the inspector shall consult with a reasonable number of employees.

The Act provides that no employer shall discharge, suspend, or otherwise discriminate in terms of conditions of employment against any employees for their failure or refusal to engage in unsafe practices or for filing a complaint, testifying, or otherwise acting to exercise their rights under the Act.

requirement may be granted under certain special circumstances, for an extension of the 30-day filing period. The Commissioner of to the job with back pay, and restoration of seniority. All employees are also afforded protection from discrimination under

with the U.S. Secretary of Labor within 30 days of the alleged discrimination. **VIOLATION NOTICE:**

enforces the nondiscrimination and affirmative action commitments of companies doing business with the Federal Government. If you are applying for a job with, or are an

Federal law from discrimination on the following bases:

EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP)

Race, Color, Religion, Sex, Sexual Orientation, Gender Identity, National Origin Executive Order 11246, as amended, prohibits employment discrimination by Federal contractors based on race, color, religion, sex, sexual orientation, gender identity, or

Executive Order 11246, as amended, protects applicants and employees of Federal

compensation or the compensation of other applicants or employees.

national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment **Asking About, Disclosing, or Discussing Pay**

contractors from discrimination based on inquiring about, disclosing, or discussing their

employee of, a company with a Federal contract or subcontract, you are protected under

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 disability who is an applicant or employee, barring undue hardship to the employer. Section 503 also requires that Federal contractors take affirmative action to employ and

advance in employment qualified individuals with disabilities at all levels of employment,

including the executive level. **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.

Retaliation Retaliation is prohibited against a person who files a complaint of discrimination,

participates in an OFCCP proceeding, or otherwise opposes discrimination by Federal Failure to provide reasonable accommodation for a disability; pregnancy, childbirth, 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 relay services. OFCCP may also be contacted by submitting Conduct that might reasonably discourage someone from opposing discrimination, 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

strict time limits for filing a charge of discrimination (180 or 300 days, depending on where 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 discrimi

in educational programs or activities which receive Federal financial assistance.

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 aspects of employment against persons with disabilities who, with or without reasonable accommodation, can perform the If you believe you have been discriminated against in a program of any institution which receives Federal financial assistance, you should immediately contact the Federal agency

REV. 06/27/2023

Did You Serve in the U.S. Military? Are You Still Serving? ✓ Active Duty ✓ Reserves ✓ National Guard **VETERAN BENEFITS & SERVICES**

Department of Labor

mentalhealth.va.gov

va.gov/educatio

in.gov/bmv/resources/military-fam

va.gov/centerforminorityvetera

Individuals with Disabilities

State of Indiana Benefits and Services

leterans whose service made an existing condition worse.

Tax Credits & Property Tax Exemptions Veteran License Plates Veteran and Dependent Education Benefits Military Family Relief Fund Reduced Huntina & Fishina License Vomen Veteran Programs

in.gov/dva (317) 232-3910 Locate your County Veteran Service Office

free civil legal advice and direct representation to eligible low-income Hoosier military members, veterans, and their dependents.

Veterans |Crisis Line

INDIANA DEPARTMENT OF VETERANS AFFAIRS

SAFETY AND HEALTH PROTECTION

INTRODUCTION:

The intent of the Indiana Occupational Safety and Health Act of 1974, Indiana Code 22-8-1.1, is to assure, so far as possible, safe and healthful working conditions for the workers in the State.

The Indiana Department of Labor has primary responsibility for administering and enforcing the Act and the safety and health standards promulgated under its provisions.

Requirements of the Act include the following:

EMPLOYERS:

Each employer shall establish and maintain conditions of work which are reasonably safe and healthful for employees and free from recognized hazards that are causing or likely to cause death or serious physical harm to employees. The Act further requires that employers comply with the Occupational Safety and Health Standards, Rules, and

which are applicable to their own actions and conduct.

INSPECTION: The Act requires that an opportunity be provided for employees and

COMPLAINT:

Employees have the right to file a complaint with the Department of Labor. There shall be an inspection where reasonable grounds exist for the Department of Labor to believe there may be a hazard. Unless permission is given by the employees complaining to release their names, they will be withheld from the employer. Telephone Number (317) 232-2693.

Employees who believe they have been discriminated against may file a complaint with the Department of Labor within 30 days of the alleged discrimination. Please note that extensions of the 30-day filing such as where the employer has concealed or misled the employee regarding the grounds for discharge. However, a grievance-arbitration proceeding, which is pending, would not be considered justification Labor shall investigate said complaint and upon finding discrimination in violation of the Act, shall order the employer to provide necessary relief to the employees. This relief may include rehiring, reinstatement

When an alleged violation of any provision of the Act has occurred,

Federal Occupational Safety and Health Act and may file a complaint

the Department of Labor shall promptly issue a written order to the employer, who shall be required to post it prominently at or near the

Go to: JJKeller.com/LLPverify

Enter this code: 69370-072024

Employment and Reemployment ndiana provides employment services to Veterans at WorkOne Centers. Veterans go to the front of the line and each office has an onsite Veteran's epresentative that assists with employment needs.

> 855.VA.WOMEN **WOMEN VETERANS** CALL CENTER

Military Crisis Line

1-800-273-8255 **PRESS 1**

place where the alleged violation occurred until it is made safe and

PROPOSED PENALTIES: The Act provides for CIVIL penalties of not more than \$7,000 for each serious violation and CIVIL penalties of up to \$7,000 for each nonserious violation. Any employer who fails to correct a violation within the prescribed abatement period may be assessed a CIVIL penalty of not more than \$7,000 for each day beyond the abatement date during which such violation continues. Except as otherwise provided below involving a worker fatality, any employer who knowingly or repeatedly violates the Act may be assessed CIVIL penalties of not more than

Proposed Penalties in Conjunction with a Worker Fatality An employer who knowingly violates the Act and where any such violation can reasonably be determined to have contributed to an employee fatality, shall be assessed a civil penalty of not less than \$9,472 for each violation and may be assessed a civil penalty of up to

\$132,598 for each violation. **VOLUNTARY ACTIVITY:**

The Act encourages efforts by labor and management, before the Department of Labor inspections, to reduce injuries and illnesses arising out of employment.

and elimination of hazards that could cause death, injury, or illness to employees and supervisors. The Act provides a consultation service to assist in voluntary compliance and give recommendations for the abatement of cited

COVERAGE:

The Act does not cover those hired for domestic service in or about a private home and those covered by a federal agency. Those exempted from the Act's coverage include employees in maritime services, who are covered by the U.S. Department of Labor, and employees in atomic energy activities who are covered by the Atomic Energy Commission.

plan directly to the OSHA Regional Office, Regional Administrator, Region V, U.S. Department of Labor, Occupational Safety and Health Administration, 230 South Dearborn Street, Chicago, Illinois 60604, Telephone Number (312) 353-2220. **MORE INFORMATION:**

EMPLOYERS: This poster must be displayed prominently in the workplace.

J. J. Keller & Associates, Inc. JJKeller.com/laborlaw 800-327-6868 JUL2024 65762F

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This poster is in compliance with federal and state posting requirements.

REV. 04/21/2005

This includes:

limited circumstances)

DEPARTMENT OF LABOR **UNITED STATES OF AMERICA**

> YOUR RIGHTS UNDER USERRA THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

USERRA protects the job rights of individuals who voluntarily or involuntarily leave

you have five years or less of cumulative service in the uniformed services while with that particular employer;

promotion; or any benefit of employment

resolve complaints of USERRA violations.

or visit its website at https://www.dol.gov/agencies/vets/. An interactive online USERRA Advisor can be viewed at

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

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

DWD

WORKFORCE

If you lose your job or work less than full time, you may be eligible for unemployment insurance benefits. Information is available on-line at www.in.gov/dwd. Computers are available at any Indiana WorkOne Center. No deductions are made from employees' pay for unemployment insurance. This employer pays for unemployment insurance.

Equal Employment

Opportunity is the Law

status as a veteran

assisting in an investigation

Applicants to and employees of most private a complaint, testifying at a hearing or employers, state and local governments, educational institutions, employment agencies Failing to hire an applicant based on their and labor organizations with six or more persons are protected under State and Federal law from discrimination on the following bases: Contact Us

Race | Color | Sex | Disability | Ancestry |

Religion | National Origin | Veteran Status

INDIANA CIVIL RIGHTS COMMISSION

EQUAL OPPORTUNITY

Discriminatory hiring, firing, training, discipline, compensation, promotion and other terms or conditions of employment Denial of equal benefits or privileges Denying a reasonable accommodation to a qualified individual with a disability or an employee with deeply held religious beliefs

Conducting medical examinations (except in

Harassing employees because of their

Retaliating against a person for filing

membership in a protected class

Indiana Civil Rights Commission 100 North Senate Avenue, Room N103 Indianapolis, IN 46204

Website: www.in.gov/icrc

Office: (317)232-2600 | Toll Free: (800) 628-2909 Hearing Impaired: (800) 743-3333 |

Fax: (317) 232-6580 E-mail: <u>icrc@crc.in.gov</u>

> QR CODE Scan with phone camera: **ONLINE**

ndiana Veterans Memorial Cemetery Indiana Veterans Home **Legal Assistance** The Military Assistance Project (MAP) is a statewide project that provides

Federal Disability Compensation

VA disability compensation (pay) offers a monthly tax-free payment to

Veterans who got sick or injured while serving in the military and to

in.gov/dwd/veterans-services/contact

(800) 400-4520 IN.GOV/DVA

IOSHA

ON THE JOB required safeguards are provided or 3 days, whichever is longer.

> \$70,000 for each violation and a penalty of not less than \$5,000 shall be imposed for each knowing violation. A violation of posting requirements can bring a penalty of up to \$7,000.

The Act encourages employers and employees to reduce workplace hazards voluntarily and to develop and improve safety and health programs in all workplaces and industries. Such cooperative action would initially focus on the identification

violations. This service is available upon a written request from the employer to INSafe. Telephone Number (317) 232-2688.

Under a plan approved March 6, 1974, by the U.S. Department of Labor, Occupational Safety and Health Administration (OSHA), the State of Indiana is providing job safety and health protection for workers throughout the State. OSHA will monitor the operation of this plan to assure that continued approval is merited. Any person may make a complaint regarding the State administration of this

INDIANA DEPARTMENT OF LABOR 402 West Washington Street, Room W195

Indianapolis, Indiana 46204 Telephone: (317) 232-2655 TT/Voice: (800) 743-3333 Fax: (317) 233-3790 **Internet:** http://www.in.gov/labor

To update your labor law posters contact **TWO** ways to verify poster compliance!

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