

DISCRIMINATION is against the law.

If you feel that you have been discriminated against, visit our website or contact us.

NEW MEXICO HUMAN RIGHTS ACT

The Human Rights Bureau enforces the provisions of the Human Rights Act of 1968, amended by the Human Rights Act of 1972, which is amended, and amended by the Equal Employment Opportunity Commission (EEOC) to enforce the provisions of Federal law under the Civil Rights Act of 1964, the Equal Employment Opportunity Act of 1972, and the Equal Housing Opportunity Act of 1968, and the Americans with Disabilities Act of 1990 (ADA), all as amended, and the Executive Order.

- Race
- Color
- National Origin
- Ancestry
- Age
- Sex
- Religion
- Marital Status
- Sexual Orientation
- Gender Identity
- Social Security Number
- Pregnancy, Childbirth, or Related Medical Conditions
- Genetic Characteristics

DISCRIMINACIÓN ES CONTRA LA LEY.

Si siente que ha sido discriminado, visite nuestra página por internet o póngase en contacto con nosotros.

LEY DE DERECHOS HUMANOS DE NUEVO MÉXICO

El Estado de Nuevo México impone las disposiciones de la Ley de Derechos Humanos en 1968, enmendada por la Ley de Derechos Humanos de 1972, la cual es enmendada y enmendada por la Comisión de Igualdad de Oportunidades en el Empleo (EEOC) para hacer cumplir las disposiciones de la Ley Federal de Derechos Humanos de 1964, la Ley de Derechos Humanos de 1972 y la Ley de Igualdad de Oportunidades en el Empleo de 1972, y el Americans with Disabilities Act of 1990 (ADA), todas las cuales están enmendadas y enmendadas por el orden ejecutivo.

- Raza
- Color
- Origen Nacional
- Ancestría
- Edad
- Sexo
- Religión
- Estado Civil
- Orientación Sexual
- Identidad de Género
- Número de Seguro Social
- Embarazo, Parto o Condiciones Médicas Relacionadas
- Características Genéticas

Para más información o para solicitar un folleto informativo visite nuestra página por internet o llame al 505-476-8700 o al 1-877-610-4742.

www.dhs.state.nm.us

PAID SICK LEAVE

Notice of Employee Rights
Healthy Workplaces Act • NMSA 20-1-1 to 20-1-12
Effective Date: July 1, 2022

Labor Relations Division
625 Broadway, SE, Albuquerque, NM 87102
Albuquerque (505) 843-4400 • Santa Fe (505) 843-4600
Las Cruces (505) 534-1919

ACCRUAL
Employees accrue one hour of unpaid sick leave for every thirty hours worked, starting three days after hire, by 30th day of unpaid sick leave on any given workday. The Act prohibits monetary requirements, either base or employer-provided, for accrual of sick leave. Sick leave accrual is not subject to a grace period. Sick leave is not earned on days when the employee is on a paid leave or on a day when the employee is on a day off. Sick leave is not earned on days when the employee is on a day off.

USE OF PAID SICK LEAVE
Employees may use up to 84 hours of unpaid sick leave per twelve-month period of their work assignment. Individual employees may use a higher total. Employees may take up to the 12-month period.

PAY
Paid sick leave is compensation of the employee's usual hourly rate and benefits. The hourly rate must be at least minimum wage.

REASON FOR USE OF LEAVE
Employees may use accrued sick leave for the following reasons:
• Employee's treatment or diagnosis of illness, injury, or health condition, or preventive medical care.
• Care of employee's family member for treatment or diagnosis of illness, injury, or health condition, or preventive medical care.
• Absence necessary because of and related to domestic abuse, including, but not limited to, seeking safety for the employee or their family member.

USE OF SICK LEAVE
Employees must give at least one hour's notice to their employer before using sick leave. The employer must make the employee's absence known to the employer's supervisor. An employer may not require an employee to use other paid leave before the employee uses sick leave under this Act. The employer should notify the employee in advance when use of sick leave is foreseeable and make a reasonable effort to schedule the employee's work so that the employee does not need to use sick leave to the maximum extent practicable.

New Mexico Minimum Wage Act

EMPLOYEE RIGHTS

MINIMUM WAGE IN NEW MEXICO

\$12 per hour as of January 1, 2023

OVERTIME PAY
At least 1 1/2 times your regular hourly rate of pay for all hours worked over 40 in a workweek.

TIPPED WORKERS
Employees must pay tipped employees a hourly rate of at least \$12 per hour. If the tips plus the hourly rate do not equal at least \$12 per hour, the employer must make up the difference. Tipped employees have a right to keep all of their tips. Tip pooling may only be among wait staff.

NO SEPARATE RATE FOR STUDENTS OR MINORS
These minimum wage rates apply to all employees regardless of their age or student status.

DAMAGES
Employees who violate the minimum wages or overtime requirements are required to pay impacted employees the full amount of their underpaid wages plus interest, plus an additional amount equal to twice the underpaid wages.

Employees must display this poster where employees can easily see it.

For more information or to file a wage claim, contact the Labor Relations Division at 505-843-4400, or online at www.lrs.state.nm.us

WORKERS' COMPENSATION

This is an attempt to represent the law, not to replace any Workers' Compensation policy requirements within your state.

This Posting is for Informational Purposes Only

UNEMPLOYMENT INSURANCE

Employees: Contact your local unemployment office for your rights concerning unemployment benefits as an employee.

This Posting is for Informational Purposes Only

Notice to Employers' Employees

The State of New Mexico Workers' Compensation Administration requires the employer to provide the following information to the employee:

This Posting is for Informational Purposes Only

State of New Mexico Workers' Compensation Administration

WORKERS' COMPENSATION ACT

If You Are Injured At Work / Si Se Lastima En El Trabajo

1) Notice - In most cases you must tell your employer about the accident within 15 days, using the Notice of Accident Form.
2) You have the right to information and assistance from an insurance specialist known as an "Insurance Consultant" or "Claims Representative."
3) Claims Information - Contact your employer's Claims Representative (see last bullet).

1) Aviso - En la mayoría de los casos usted debe avisar a su empleador del accidente dentro de los primeros 15 días usando las formas de Aviso de Accidente.
2) Usted tiene el derecho a información y asistencia con un especialista conocido como "Consultante de Seguros" o "Representante de Reclamaciones."
3) Información acerca de Reclamaciones - Contacte con el representante de reclamaciones de su compañía.

Employer's Insurer / Claims Representative:

Name: _____
Phone #: _____
Address: _____

Note: Employer must fill in this insurer / claims representative information.

YOUR RIGHTS / SUS DERECHOS

If you are injured in a work-related accident:
Your employer / insurer must pay all reasonable and necessary medical costs.
You may or may not have the right to choose your health care provider. If your employer / insurer has not given you written notice about the choice first, call an ombudsman in an emergency call emergency medical care first.
If you are off work for more than seven days, your employer / insurer must pay you weekly benefits for that period of time.
If you suffer "permanent impairment," you may have the right to receive partial "wage benefits" for a longer period of time.

Underskrifter are located at the following offices:
Albuquerque (505) 843-4400 • Las Cruces (505) 534-1919
Albuquerque (505) 843-4400 • Las Cruces (505) 534-1919
Albuquerque (505) 843-4400 • Las Cruces (505) 534-1919

If You Need HELP Call: / Si Usted Necesita Ayuda Llame Al:

1-866-WORKOMP (1-866-967-5667)
Visit our website at: www.workerscomp.nm.gov

For Notice of Accident Form call: 1-866-967-5667
USE A NOTICE OF ACCIDENT FORM TO REPORT YOUR SUPERVISOR
EMPLOYER: You are required to file to display this poster when your employees can read it. Read the Notice of Accident Form with it. The poster without the Notice of Accident Form does not comply with law. You have other rights and duties under the law.

New Mexico Workers' Compensation Administration
2410 Central Avenue, Albuquerque, New Mexico 87106
P.O. Box 27146, Albuquerque, New Mexico 87125-7146

POST FORMS HERE

NEW MEXICO iHRSource

www.ihrsource.com
800-845-0088

SP-NM-E

NEW MEXICO JOB HEALTH AND SAFETY POSTER

You Have a Right to a Safe and Healthful Workplace

IT'S THE LAW!

NEW MEXICO OSHA

Site Address / La Dirección a la Agencia:
325 Camino de los Marquez,
Ste. 3
Santa Fe, NM 87505

Mailing Address / Dirección de Envío:
PO Box 5469
Santa Fe, NM 87502-5469

Telephone No./Número de Teléfono:
505-476-8700 or 1-877-610-4742

Fax Number/Número de Facsimil:
505-476-8700

Employees:
• You have the right to notify your employer or OSHA about workplace hazards. You may ask OSHA to keep your name confidential.
• You have the right to request a New Mexico OSHA inspection if you believe that there are unsafe or unhealthful conditions in your workplace. You or your representative may participate in the inspection.
• You can file a complaint with New Mexico OSHA within 30 days of discrimination by your employer for making safety and health complaints or for exercising your rights under the New Mexico Occupational Health and Safety Act.
• You have a right to sue OSHA citations issued to your employer. Your employer must post the citations at or near the place of the alleged violation.
• Your employer must correct workplace hazards by the date indicated on the citation and must certify that these hazards have been reduced or eliminated.
• You have the right to copies of your medical records or records of your exposure to toxic and harmful substances or conditions.
• Your employer must post this notice in your workplace.
• You must comply with all OSHA standards issued under the OSH Act that apply to your own actions and conduct on the job.

Employers:
• Employers must furnish your employees a place of employment free from recognized hazards.
• Employers must comply with the OSHA standards issued under the OSHA Act.
The Occupational Safety and Health Act of 1970 (OSH Act), PL 91-256, assures safe and healthful working conditions for working men and women throughout the Nation. The Occupational Safety and Health Administration, in the U.S. Department of Labor, has the primary responsibility for administering the OSHA Act. The rights listed here may vary depending on the particular circumstances. To file a complaint, report an emergency, or seek free OSHA advice and assistance, call: 1-877-610-4742 or (505) 476-8700 or email at Complaints.OSHA@ata.state.nm.us. Our fax number is (505) 476-8734. For information or assistance relative to the State Occupational Health & Safety program, please refer to notices on the left side of this poster.
The Federal Occupational Safety and Health Administration monitors the operation of the state program to assure its continued effectiveness. Anyone wishing to register a complaint concerning the administration of the New Mexico Occupational Health and Safety Program may do so by contacting U.S. Department of Labor, Occupational Safety and Health Administration, 325 Sixth Street, Room 602, Dallas, Texas 75202 at (972) 893-4145.

SALUD DE TRABAJO Y CARTEL DE SEGURIDAD

Usted Tiene el Derecho a un Lugar de Trabajo Seguro y Saludable.

¡LO ESTABLECE LA LEY!

Empleados:
• Usted tiene el derecho de notificar a su empleador o a la OSHA sobre peligros en su lugar de trabajo. Usted también puede pedir que la OSHA no revele su nombre.
• Usted tiene el derecho de pedir a la OSHA de Nuevo México que realice una inspección si usted piensa que en su trabajo existen condiciones peligrosas o poco saludables. Usted o su representante pueden participar en una inspección.
• Usted tiene 30 días para presentar una queja ante la OSHA de Nuevo México si su empleador le hace a tomar represalias o discriminar a su contra por haber denunciado la condición de seguridad o salud o por ejercer los derechos reconocidos bajo la Ley OSHA de Nuevo México.
• Usted tiene el derecho de ir a los tribunales en demanda por la OSHA a su empleador. Su empleador debe colocar las citaciones en el lugar donde las encontraron las supuestas infracciones o cosas de riesgo.
• Su empleador debe corregir los peligros en el lugar de trabajo para la fecha indicada en la citación y debe certificar que dichos peligros se hayan reducido o desaparecido.
• Usted tiene derecho de recibir copias de su historial o registros médicos y el registro de su exposición a sustancias o condiciones tóxicas o dañinas.
• Su empleador debe colocar este aviso en su lugar de trabajo.
• Usted debe cumplir con todas las normas de seguridad y salud ocupacionales expedidas conforme a la Ley OSHA que sean aplicables a sus propias acciones y conducta en el trabajo.

Empleadores:
• Usted debe proporcionar a sus empleados un lugar de trabajo libre de peligros conocidos.
• Usted debe cumplir con las normas de seguridad y salud ocupacionales expedidas conforme a la Ley OSHA.
La Ley de Seguridad y Salud Ocupacionales de 1970 de la Ley, PL 91-256, garantiza condiciones ocupacionales seguras y saludables para los hombres y las mujeres que desempeñan algún trabajo en todo el Estado de Nuevo México. La Administración de Seguridad y Salud Ocupacionales (OSHA), es la responsable principal de supervisar la Ley. Los derechos que se indican en este documento pueden variar según las circunstancias particulares. Para presentar un reclamo, informar sobre una emergencia o pedir consejo o asistencia por la OSHA, llame: 1-877-610-4742 o (505) 476-8700 o envíe un correo electrónico a Complaints.OSHA@ata.state.nm.us. Nuestro número de fax es (505) 476-8734.
La Administración de Seguridad y Salud Ocupacional Federal supervisa la operación del programa estatal para asegurar su efectividad continuada. Alguien observando registrar una queja acerca de la administración de OSHA por parte del Estado, puede hacer así por ponerse en contacto con New Mexico Occupational Department, Occupational Safety and Health Administration, 325 Sixth Street, Room 602, Dallas, Texas 75202, número de teléfono (972) 893-4145.

NEW OSHA The Best Resource for Health and Safety

El Mejor Recurso para la Salud y Seguridad

These files may not be printed out and posted to meet legal compliance posting requirements.

Required posters to meet legal compliance posting requirements are physically posted at all CarMax locations.

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Compliance Date January 2023

iHRSource

Labor Law Posters, Training Videos & HR Supplies

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