

Job Safety and Health Law

It's the law! Employers must post this notice where employees can read it. (Chapter 49.17 RCW)

All workers have the right to a safe and healthy workplace.

Employers — Your employer must protect you from hazards you encounter on the job, tell you about them and provide training.

- You have the right to:**
- Notify your employer or L&H about workplace hazards. You may ask L&H to keep your name confidential.
 - Request an L&H inspection of the place you work if you believe unsafe or unhealthy conditions exist. You or your employee representative may participate in an inspection, withdrawal of request or benefits.
 - Get copies of your medical records, including records of exposures to toxic and harmful substances or conditions.
 - File a complaint with L&H within 90 days if you believe your employer fired you, or retaliated or discriminated against you because you filed a safety complaint, participated in an inspection or on any other safety-related activity.
 - Appeal a violation correction date if you believe the time allowed on the citation is not reasonable.

The law requires you to follow workplace safety and health rules that apply to your own actions and control on the job.

Employers — You have a legal obligation to protect employees on the job. Employers must provide workplaces free from recognized hazards that could cause employees serious harm or death.

Actions you must take:

- Comply with workplace safety and health rules that apply to your business, including developing and implementing a written accident prevention plan (labor called an APP or safety program).
- Post this notice to inform your employees of their rights and responsibilities.
- Prior to job assignments, train employees how to prevent hazardous exposures and provide required personal protective equipment if you need.
- Allow an employee representative to participate in an L&H safety/health inspection, without loss of wages or benefits. The inspector may talk confidentially with a number of employees.
- If you are cited for safety and/or health violations, you must immediately display the citation and/or near the place of the violation for a minimum of seven working days, including weekends. If you are cited for safety and/or health violations, you must immediately display the citation and/or near the place of the violation for a minimum of seven working days, including weekends. If you are cited for safety and/or health violations, you must immediately display the citation and/or near the place of the violation for a minimum of seven working days, including weekends.

Filing a discrimination against an employee for filing a complaint or participating in an inspection, investigation, or opening or closing conference is illegal.

Employers must report all deaths, in-patient hospitalizations, amputations or loss of an eye.

Report any work-related death or in-patient hospitalization to L&H's Division of Occupational Safety and Health (DOISH) within 8 hours.

Report any work-related non-hospitalized amputation or loss of an eye to DOISH within 24 hours.

For any work-related death, in-patient hospitalization, amputation or loss of an eye, you must report the following information to DOISH:

- Employer contact name and phone number.
- Name of deceased.
- Address and location where the work-related incident occurred.
- Date and time of the incident.
- Number of employees and their names.
- Brief description of what happened.

Where to report:

- Any local L&H office.
- 1-800-425-7233, press 1 (available 24/7).

Free assistance from the Division of Occupational Safety and Health (DOISH)

- Training and resources to promote safe workplaces.
- On-site consultations to help you identify safety and health hazards, and risk management help to lower your workers' compensation costs.

Division of Occupational Safety and Health
www.Lni.wa.gov/go/F416-081-909 • 1-800-425-7233

Other report: foreign language support and forms for persons with disabilities/other disabilities. Call 1-800-547-4367, TDD users call 711. L&H is an equal opportunity employer. 01-2022

You may be eligible for UNEMPLOYMENT BENEFITS if you lose your job

Visit www.esd.wa.gov to apply and click "Sign in or create an account"

To apply for unemployment, you will need

- Your Social Security number.
- Home and address of residence you worked for in the last 18 months.
- Dates you started and stopped working for each employer.
- Reasons you left each job.
- Your registration number if you are not a U.S. citizen.
- Your SIN and SIN# if you worked for the Federal Government in the last 18 months.
- Your Washington State ID or License, if applicable.

If you are in the military when the job ended, we will also ask you to fax or mail us a copy of your discharge papers (form DD14 member 4 or greater).

The fastest way to apply is online at esd.wa.gov.

If you don't have a home computer, you can access one at a WorkSource center or your local library.

If you can't apply online, try contacting us over the phone

Call 800-311-0212. Persons with hearing or speaking impairments can call Washington Relay Service 711. We are available to help you Monday through Friday 8 a.m. to 4 p.m., except on state holidays. You may experience long wait times.

You must look for work each week that you claim benefits.

Visit www.esd.wa.gov to find all the FREE resources you need to find a job. These include workbooks, computer courses, classes, job openings, internet access, and job listings. Log onto www.esd.wa.gov to find the nearest office.

If your work hours have been reduced to part-time, you may qualify for partial unemployment benefits.

If you have been unemployed due to a work-related injury or work-related illness or injury and you are able to work again, you may be eligible for temporary Total Disability (TTD) unemployment benefits.

For more information, please refer to the Handbook for Unemployed Workers at ESD.WA.GOV

Employers are legally required to post this notice in a place convenient for employees to read (see RCW 50.20.146).

The Employment Security Department is an equal opportunity employer. Auxiliary aids and services are available upon request to individuals with disabilities. Language assistance services for limited English proficient individuals are available free of charge. Washington Relay Service: 711

Employment Security Department
www.esd.wa.gov

Learn more and apply at esd.wa.gov

Washington Paid Family & Medical Leave

Employment Security Department

10/2023

Notice to Employees

It's the law! Employers must post this notice where employees can read it.

Every worker is entitled to workers' compensation benefits. You cannot be penalized or discriminated against for filing a claim. For more information, call toll-free 1-800-547-4367.

If a job injury occurs:

Your employer is required through the Department of Labor & Industries' workers' compensation program. If you are injured on the job or develop an occupational disease, you are entitled to workers' compensation benefits.

Benefits include:

• **Medical care.** Medical expenses resulting from your workplace injury or disease are covered by the workers' compensation program.

• **Disability income.** If a work-related medical condition prevents you from working, you may be eligible for benefits to partially replace your wages.

• **Vocational assistance.** Under certain conditions, you may be eligible for help in returning to work.

• **Partial disability benefits.** You may be eligible for a monetary benefit to compensate for the loss of body functions.

• **Workers' injury death.** Permanently keep you from returning to work may qualify you for a disability pension.

• **Death benefits for survivors.** If a worker dies, the surviving spouse or registered domestic partner and/or dependent may receive a pension.

About required workplace posters

Go to www.Lni.wa.gov/RequiredPosters to learn more about workplace posters from L&I and other government agencies.

On the Web: www.Lni.wa.gov

Report your injury to:

(Your employer fills in this space.)

Helpful Phone Numbers:

WISCONSIN

File:

Police:

1-800-547-4367, TDD users call 711. L&I is an equal opportunity employer.

10-2022

Washington State Law Prohibits Discrimination in Employment

PROTECTED CLASSES	PROHIBITED UNFAIR EMPLOYMENT PRACTICES
Race • Race • Color • National Origin • Sex • Creed • Disability—Genetic, Mental or Physical • Age 40 and over and older • Marital Status • Pregnancy or maternity • Sexual Orientation or Gender Identity • Age of a service animal or a person with a disability • Honorably discharged member of Military or Naval Reserve • Retaliation for filing a whistleblower complaint with the state or federal government • Retaliation for filing a wage and hour claim • Retaliation for opposing an unfair practice	AN EMPLOYEE OF EIGHT (8) OR MORE EMPLOYEES MAY NOT DISCRIMINATE ON THE BASIS OF A PROTECTED CLASS: FOR EXAMPLE, AN EMPLOYER CANNOT: • Refuse to hire you or discharge you from employment. • Discriminate in compensation or other terms or conditions of employment. • Hire, contract, or use any discriminatory standard, advertisement, publication, or job application form. • Make any discriminatory inquiry in connection with prospective employment. • Only discriminate on appearance and weight and height. • Refuse to accept a person in the collective bargaining unit. EMPLOYMENT AGENCIES MAY NOT DISCRIMINATE ON THE BASIS OF A PROTECTED CLASS: FOR EXAMPLE, AN EMPLOYMENT AGENCY MAY NOT: • Discriminate in classification or referral to employment. • Hire or calculate any discriminatory advertisement, advertisement, or publication. • Use discriminatory employment application forms, or make discriminatory inquiries in connection with prospective employment.

If you have been discriminated against, please call or go to: 1-800-235-3247 or www.lni.wa.gov

Washington State Human Rights Commission April 2013

Everyone deserves a healthy relationship

No one ever deserves to be mistreated. Abuse is a pattern of behavior that one person uses to gain power and control over another. These behaviors can include isolation, emotional abuse, monitoring, controlling finances, or physical and sexual assault. Everyone should be free to make their own choices in relationships. If you are experiencing harm or need advice, call the National Domestic Violence Hotline. We can reach their helpline 24/7/365 to get the support you deserve. No fees, no fines, and no judgment. Just help. 800-799-SAFE (7233) or 800-787-3224 (TDD)

Employment Security Department
www.esd.wa.gov

Workplace posters available for sale, 01/19

Paid time off. Peace of mind.

Paid Family and Medical Leave provides paid time off when a serious health condition prevents you from working, when you need to care for a family member or a new child, or for certain military-related events. It's here for you when you need it most, so you can focus on what matters.

How it works

Nearly every Washington worker—whether you work full time or part time in a small to large business—is eligible for up to 12 weeks of paid family and medical leave. You need to work 820 hours in Washington, or about 16 hours per week, over the course of about a year. You can get up to 10 weeks if you have family and medical leave in the same year, or up to 18 weeks in some cases. Leave doesn't have to be taken all at once. You can use those weeks over your "claim year," which starts when you begin and then repeats the last 52 weeks. When that claim year expires you can then be eligible for leave again.

You apply for leave through the Employment Security Department and all other leave requirements up to 90 percent of your typical pay, capped at \$1,498 per week.

Your rights

If you meet the requirements, you have the right to take paid time off using Paid Family and Medical Leave.

If you qualify for Paid Family and Medical Leave, your employer cannot prevent you from taking it. Your employer also cannot require you to use other types of leave, such as sick or vacation days, before or after taking Paid Family and Medical Leave. The program is funded by premiums shared between workers and many employers. The premium is a % of your wages. You may pay up to 71% of the total, and a calculator to estimate premiums is available on our website at www.esd.wa.gov.

To file a complaint against your employer about Paid Family and Medical Leave, email or call our Customer Care Team at customerservice@esd.wa.gov or 800-717-0272.

We may also contact the Office of the Paid Family and Medical Leave Ombuds. The Ombuds is appointed by the governor and serves as a neutral, independent third party to help workers and employers in their dealings with the Department. The Office of the Ombuds investigates reports and helps settle complaints about worker grievances and concerns with the Paid Family and Medical Leave program. Learn more at www.pandmombuds.wa.gov or call the Ombuds Office at 800-959-6667.

Learn more and apply at esd.wa.gov

Washington Paid Family & Medical Leave

Employment Security Department

10/2023

Announcement

Washington State Department of Labor & Industries

2024 minimum wage:

\$16.28 per hour

Washington's minimum wage will be \$16.28 per hour beginning Jan. 1, 2024.

Workers who are 14 or 15 years old may be paid 85% of the adult minimum wage, or \$13.84 per hour.

For more information about Washington's minimum wage law, see the required workplace poster *Your Rights as a Worker* or visit www.lni.wa.gov/workers-rights.

10-2023

Washington State Department of Labor & Industries

Your Rights as a Worker

Employers must post this notice where employees can read it.

It's the law!

Washington State Department of Labor & Industries

Wage and Overtime Laws

Workers must be paid the Washington minimum wage.

• Most workers who are 16 years of age or older must be paid at least the minimum wage for all hours worked. See www.Lni.wa.gov/Wage.

• Workers who are 14 or 15 may be paid 85% of the minimum wage.

• This cannot be carried as part of the minimum wage. Overtime pay is due when working more than 40 hours.

Most workers must be paid one and one-half times their regular rate of pay for all hours worked over a 40-hour seven-day workweek.

Workers Need Meal and Rest Breaks

Meal period

Most workers are entitled to a 30-minute unpaid meal period if working more than five hours a day. If you must remain on duty during your meal period, you may be paid for the 30 minutes.

Aggravated workers are entitled to a second 30-minute unpaid meal period if they work more than 11 hours in a day. Learn more at www.Lni.wa.gov/workers-rights/wage-and-overtime.

Breaks

• Most workers are entitled to a 10-minute paid rest break for each four hours worked and must not work more than three hours without a break.

• Agricultural workers must have a 10-minute paid rest break within each four-hour period of work.

• If you are under 18, see "Teen Care" below.

Pay Requirements

Regular Pay

Workers must be paid at least once a month on a regularly scheduled pay date. Your employer must give you a statement showing the number of hours worked, rate of pay, number of days work, and other pay items, gross pay, the pay period and all deductions taken.

For more information regarding authorized deductions, go to www.Lni.wa.gov/workers-rights/authorized-deductions, and click on "Paycheck deductions."

Equal Pay and Opportunities Act

Under this law, your employer is prohibited from providing unequal pay or career advancement opportunities based on gender. You also have the right to discuss, compare, or discuss your wages or the wages of other employees. Your employer cannot take any adverse action against you for discussing wages. If you are pregnant or expecting other protective rights under the Equal Pay and Opportunities Act, Employees also are prohibited from requesting a pay agreement with your employer or subjecting you to any other condition, and cannot receive an employer's wage or salary history until certain criteria are met. See www.Lni.wa.gov/EqualPay for more information or to file a complaint, go to www.Lni.wa.gov/EqualPay.

Teen Corner — Information for Workers Ages 14–17

• The minimum age for work is generally 14, with different rules for ages 14–15 and ages 16–17.

• Employers must have a minor work permit to employ them. This requirement applies to family members except on family farms. There are no rules on work permits.

• There are restrictions to how subcontractors are paid ahead before they begin working. For summer employment, parents must sign the Parent Authorization for Summer Work form. If you work during the school year, a parent and a school official must sign the Parent/School Authorization form.

• Many jobs are not allowed for anyone under 18 because they are too safe.

• Work hours are limited for teens, with more restrictions on work hours during school weeks.

Meal and rest breaks for teens

• In agricultural work, teens 16 or 17 may get a meal period of 30 minutes if working more than five hours, and a 10-minute rest break for each four hours worked.

• In all other industries, teens who are 16 or 17 must have a 30-minute meal period if working more than five hours, and a 10-minute rest break for each four hours worked. They must have the rest break after every three hours.

• Teens who are 14 or 15 must have a 30-minute meal period no later than the end of the fourth hour, and a 10-minute rest break for every two hours worked.

To find out more about teens in the workplace, 1-800-235-3247, TeenCorner@esd.wa.gov

10-2023

Washington State Department of Labor & Industries

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