

## NOTICE OF PAYDAYS

In accordance with 8-1-107, C.A.S., every employer must provide a written copy of the notice of paydays to each employee at the time of hire or when the employee is first assigned to a new position. The notice must be in the employee's primary language or, if the employee does not speak English, the employer must provide a written translation of the notice in the employee's primary language.

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## EMPLOYEES ARE PAID ON REGULAR PAYDAYS AS FOLLOWS:

Time: Place:

## NOTICE TO WORKERS

**YOU HAVE THE RIGHT TO BE:**

- Properly classified as an employee or an independent contractor
- Paid accurately and timely for the services you perform

There are reasons an employer may be being misled to reclassify classification or misreport payment provided to your employer. For more information, go to [www.colorado.gov/workersrights](http://www.colorado.gov/workersrights). Employers are required to follow the written pay and classification rules, overtime, and employee coverage for unemployment insurance and workers' compensation benefits. As an employer, you have certain rights as an employee or independent contractor.

If you believe you have been misclassified, you may file a complaint with the Colorado Department of Labor and Employment. You may also file a complaint with the Colorado Department of Labor and Employment. You may also file a complaint with the Colorado Department of Labor and Employment.

**EMPLOYERS ARE REQUIRED TO FILE THIS NOTICE**

Colorado Employment Act, 8-1-107(2), requires employers to provide this notice to each employee at the time of hire or when the employee is first assigned to a new position. The notice must be in the employee's primary language or, if the employee does not speak English, the employer must provide a written translation of the notice in the employee's primary language.



## Colorado Workplace Public Health Rights Poster: PAID LEAVE, WHISTLEBLOWING, & PROTECTIVE EQUIPMENT

Updated July 14, 2023; may be updated periodically

### THE HEALTHY FAMILIES & WORKPLACES ACT ("HFMA"): Paid Leave Rights

- All employees earn 1 hour of paid leave per 30 hours worked ("accrual rate"), up to 40 hours a year.
- Employees are required to use their regular pay during their leave, and the employer must continue their benefits.
- All full-time employees must carry over any accrued leave from the previous year.
- For stable employment situations (ongoing business, non-emergency care, etc.), use the Paid Leave for 15 CO21-103-7.
- Up to 16 hours of emergency leave applies in a public health emergency (PHE), and is available after the PHE ends.

- An employer cannot retaliate, threaten, or otherwise discriminate against an employee for using paid leave.
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### PROTECTED HEALTH/SAFETY EXPRESSION & WHISTLEBLOWING ("PHEW"): Worker Rights to Express Workplace Health/Safety Concerns & Use Protective Equipment

- PHEW covers all employees, including independent contractors.
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### COMPLAINT RIGHTS UNDER THE HFMA & PHEW

- If you believe you have been misclassified, you may file a complaint with the Colorado Department of Labor and Employment.
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## COLORADO OVERTIME & MINIMUM PAY STANDARDS ORDER ("COMPS Order") #39, POSTER & NOTICE

Effective 1/1/24; must be updated annually; new poster available each December

### Colorado Minimum Wage: Inflation-adjusted

- Effective 1/1/24, the minimum wage is \$14.02 per hour in 2024.
- Employees must be paid at least the minimum wage for all hours worked.
- Employees must be paid at least the minimum wage for all hours worked.

### Rest Periods: 10 minutes, paid, every 4 hours (Rule 5.2)

Shift/Hours	Up to 2	>2 up to 4	>4 up to 6	>6 up to 8	>8 up to 10	>10 up to 12	>12
Rest Period	0	1	2	3	4	5	6

### Time Worked: Pay for time employees allow performing labor/service for their benefit (Rule 5.1)

- Time worked includes all time spent performing labor/service for the employer's benefit.
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### Deductions, Credits, Charges, & Withheld Pay (Rule 6, and Article 4 of C.R.S. Title 8)

- Employers cannot make deductions from an employee's wages for any purpose other than those specified in the law.
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### This Poster is a summary and cannot be relied on as complete labor law information. For all rules, facts, contracts, translations, questions, or complaints, contact:

DIVISION OF LABOR STANDARDS & STATISTICS, ColoradoLaborLaw.gov, ColoradoLaborLaw.gov, ColoradoLaborLaw.gov, ColoradoLaborLaw.gov

## COLORADO DEPARTMENT OF LABOR AND EMPLOYMENT DIVISION OF WORKERS' COMPENSATION

## NOTICE

IF YOU ARE INJURED ON THE JOB, YOU HAVE RIGHTS UNDER THE COLORADO WORKERS' COMPENSATION ACT, YOUR EMPLOYER IS REQUIRED BY LAW TO HAVE WORKERS' COMPENSATION INSURANCE. THE COST OF THE INSURANCE IS PAID ENTIRELY BY YOUR EMPLOYER. IF YOUR EMPLOYER DOES NOT HAVE WORKERS' COMPENSATION INSURANCE, YOU STILL HAVE RIGHTS UNDER THE LAW.

IT IS AGAINST THE LAW FOR YOUR EMPLOYER TO HAVE A POLICY CONTRARY TO THE REPORTING REQUIREMENTS SET FORTH IN THE COLORADO WORKERS' COMPENSATION ACT. YOUR EMPLOYER IS INSURED THROUGH:

(Please write or type your insurance carrier name and contact information here.)

IF YOU ARE INJURED ON THE JOB, NOTIFY YOUR EMPLOYER AS SOON AS YOU ARE ABLE, AND REPORT YOUR INJURY TO YOUR EMPLOYER IN WRITING WITHIN 10 DAYS AFTER THE INJURY. IF YOU DO NOT REPORT YOUR INJURY PROMPTLY, YOU MAY STILL PURSUE A CLAIM.

ADVISE YOUR EMPLOYER IF YOU NEED MEDICAL TREATMENT. IF YOU OBTAIN MEDICAL CARE, BE SURE TO REPORT TO YOUR EMPLOYER AND HEALTH-CARE PROVIDER HOW, WHEN, AND WHERE THE INJURY OCCURRED.

YOU MAY FILE A WORKER'S CLAIM FOR COMPENSATION WITH THE DIVISION OF WORKERS' COMPENSATION, TO OBTAIN FORMS OR INFORMATION REGARDING THE WORKERS' COMPENSATION SYSTEM, THE CUSTOMER SERVICE CONTACT INFORMATION FOR THE DIVISION OF WORKERS' COMPENSATION IS:

Division of Workers' Compensation  
633 17th Street, Suite 400  
Denver, CO 80202  
303-318-8700  
1-888-390-7936 (Toll-Free)  
cdle.colorado.gov/dwc

This poster contains the Colorado workers' compensation public health notice, C.R.S. §§ 13-41, 13-43, 13-45, 13-46, 13-47, 13-48, 13-49, 13-50, 13-51, 13-52, 13-53, 13-54, 13-55, 13-56, 13-57, 13-58, 13-59, 13-60, 13-61, 13-62, 13-63, 13-64, 13-65, 13-66, 13-67, 13-68, 13-69, 13-70, 13-71, 13-72, 13-73, 13-74, 13-75, 13-76, 13-77, 13-78, 13-79, 13-80, 13-81, 13-82, 13-83, 13-84, 13-85, 13-86, 13-87, 13-88, 13-89, 13-90, 13-91, 13-92, 13-93, 13-94, 13-95, 13-96, 13-97, 13-98, 13-99, 13-100.

This poster must be displayed where easily accessible to workers, shared with remote workers, provided in other languages as needed, and replaced with any annually updated versions. This poster is a summary and cannot be relied on as complete labor law information. For all rules, facts, contracts, translations, questions, or complaints, contact:

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## Colorado Law Prohibits Discrimination in: EMPLOYMENT

C.R.S. § 24-34-401 et seq. RETALIATION PROHIBITED — C.R.S. § 24-34-402(e)

It is a discriminatory act to retaliate against a person who has exercised a discriminatory practice or good faith participation in a discriminatory investigation, proceeding, or hearing.

SHARING WAGE INFORMATION PROTECTED — C.R.S. § 24-34-402(f)

An employer shall not, directly or indirectly, discriminate against, coerce, intimidate, threaten, or otherwise harm an employee or person due to an inquiry, disclosure or discussion of wages. An employer shall not require an employee to waive the right to disclose wage information.

CROWN Act of 2020: Discrimination on the basis of one's race includes but is not limited to hair, top, length or protective hairstyle, or other facial features or hairstyle adopted to comply with religious or cultural practices or styles.

FILE A COMPLAINT OF DISCRIMINATION, OR FOR MORE INFORMATION CONTACT THE COLORADO CIVIL RIGHTS DIVISION, 1560 BROADWAY, LOBBY LEVEL CENTER, SUITE # 110, DENVER, CO 80202

MAIN PHONE: 303-894-5927  
TOLL-FREE: 800-732-6224  
TOLL-FREE: 800-792-4441  
WITD RELAY: 711, FAS: 303-894-7939, BRAILLE: 303-894-7939

EMPLOYMENT DISCRIMINATION COMPLAINTS MUST BE FILED WITHIN 300 DAYS AFTER THE ALLEGED DISCRIMINATORY ACT OCCURRED.

Division Director, Audrey Bink, Esq.  
cdcr.colorado.gov 71024

## FAML Program Notice

Deductions from Employee Wages Start January 1, 2023

The employee's FAML premium is set at 0.45% of employee wages through 2024. For 2025 onward, the rate of the FAML premium will be 0.50% of employee wages.

Starting in 2025, employees may begin deducting up to 0.45% from their wages for FAML contributions. This can be done through a salary deduction, and employees will receive the deduction through their regular paychecks. Employees are responsible for collecting these deductions and sending them to the FAML Division on behalf of their employees each month.

Benefits Start January 1, 2024

Starting in 2024, paid family and medical leave benefits are available to most Colorado employees who have a qualifying condition and who are not on a leave of absence. Employees are eligible for both paid family and medical leave.

Job protection and continued benefits: Employees may not interfere with employer's rights under FAML, and may not discriminate or retaliate against those who exercise their rights under FAML.

Retaliation, Discrimination, and Interference Prohibited: Employees may not interfere with employer's rights under FAML, and may not discriminate or retaliate against those who exercise their rights under FAML.

Other Important Information: An employer may file a claim with the state that provides the same benefits as the FAML program, but the employer must not discriminate or retaliate against those who exercise their rights under FAML.

Colorado Family and Medical Leave Act (FAML) is a state law that provides up to 12 weeks of paid family and medical leave to eligible employees.

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