Please post in a conspicuous place. Date Posted: abor laws change frequently. Contact your distributor to ensure that you are in full compliance with required State and Federal posting requirements at least once a year.

FEDERAL MINIMUM WAGE FOR CONTRACTORS

WORKER RIGHTS UNDER EXECUTIVE ORDER 14026

FEDERAL MINIMUM WAGE FOR CONTRACTORS

\$16.20 PER HOUR

back wages. All WHD services are free and confidential. Employers cannot retaliate or discriminate against

The law requires certain federal contractors to display this poster where employees can easily see it. MINIMUM WAGE Executive Order 14026 (EO) requires that federal contractors pay workers performing work on or in connection with covered contracts at least (1) \$15.00 per hour beginning January 30, 2022, and (2) beginning January 1, 2023, and every year thereafter, an inflation-adjusted amount determined by the Secretary of Labor in accordance with the EO and appropriate regulations. The EO hourly minimum wage in effect from January 1, 2023, through December 31, 2023, is \$16.20.

TIPS Covered tipped employees must be paid a cash wage of at least \$13.75 per hour effective January 1, 2023, through December 31, 2023. If a worker's tips combined with the required cash wage of at least \$13.75 per hour paid by the contractor do not equal the EO hourly minimum wage for contractors, the contractor must increase

• The EO minimum wage may not apply to some workers who provide support "in connection with" covered

ENFORCEMENT The U.S. Department of Labor's Wage and Hour Division (WHD) is responsible for enforcing this

law. WHD can answer questions about your workplace rights and protections, investigate employers, and recover

contracts for less than 20 percent of their hours worked in a week. The EO minimum wage may not apply to certain other occupations and workers.

OFCCP

the cash wage paid to make up the difference. Certain other conditions must also be met.

someone who files a complaint or participates in an investigation. WHD will accept a complaint in any language. You can find your nearest WHD office online at www.dol.gov/agencies/whd/contact/local-offices or by calling tollfree 866-4USWAGE (866-487-9243). We do not ask workers about their immigration status. We can help.

ADDITIONAL INFORMATION • The EO applies only to new federal construction and service contracts, as defined by the Secretary in the regulations at 29 CFR part 23.

• Workers with disabilities whose wages are governed by special certificates issued under section 14(c) of the Fair Labor Standards Act must also receive no less than the full EO minimum wage rate · Some state or local laws may provide greater worker protections; employers must follow the law that requires the highest rate of pay.

• More information about the EO is available online at www.dol.gov/agencies/whd/government-contracts/eo14026 WAGE AND HOUR DIVISION 1-866-487-9243

PAY TRANSPARENCY

PAY TRANSPARENCY

NONDISCRIMINATION PROVISION The contractor will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with the contractor's legal duty to furnish information. 41 CFR 60-1.35(c)

> If you believe that you have experienced discrimination contact OFCCP 1.800.397.6251 TTY 1.877.889.5627 www.dol.gov/ofccp 200 CONSTITUTION AVENUE NW | WASHINGTON, DC 20210 | tel: 1-800-397-6251 | TTY: 1-877-889-5627 | www.dol.gov/ofccp

RIGHT TO WORK



IF YOU HAVE THE RIGHT TO WORK DON'T LET ANYONE TAKE IT AWAY

f you have the skills, experience, and legal right to work, your citizenship or immigration status shouldn't get in the way. Neither should the place you were born or another aspect of your national origin. A part of U.S. immigration laws protects legally-authorized workers from discrimination based on their citizenship status and national origin. You can read this law at 8 U.S.C. § 1324b. The Immigrant and Employee Rights Section (IER) may be able to help if an employer treats you unfairly in violation of this law. The law that IER enforces is 8 U.S.C. § 1324b. The regulations for this law are at 28 C.F.R. Part 44. Call IER if an employer: Does not hire you or fires you because of your national origin or citizenship status (this may violate a part of the law at 8 U.S.C. § 1324b(a)(1)) Treats you unfairly while checking your right to work in the U.S., including while completing the Form I-9 or using **E-Verify** (this may violate the law at 8 U.S.C. § 1324b(a)(1) or (a)(6)) Retaliates against you because you are speaking up for your right to work as protected by this law (the law prohibits retaliation at 8 U.S.C. § 1324b(a)(5)) The law can be complicated. Call IER to get more information on protections from discrimination based on citizenship status and national origin.

Immigrant and Employee Rights Section (IER)

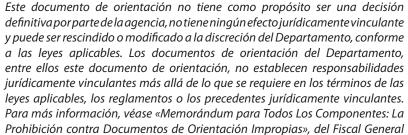
1-800-255-7688 TTY 1-800-237-2515 <u>www.justice.gov/ier</u> <u>IER@usdoj.gov</u>

U.S. Department of Justice, Civil Rights Division, Immigrant and Employee Rights

This guidance document is not intended to be a final agency action, has no legally binding effect, and has no force or effect of law. The document may be rescinded or modified at the Department's discretion, in accordance with applicable laws. The Department's guidance documents, including this guidance, do not establish legally enforceable responsibilities beyond what is required by the terms of the applicable statutes, regulations, or binding judicial precedent. For more information, see "Memorandum for All Components: Prohibition of Improper Guidance Documents," from Attorney General Jefferson B. Sessions III, November 16, 2017.

Section, January 2019





Jefferson B. Sessions III, 16 de noviembre del 2017.





NATIONAL LABOR RELATIONS ACT

EMPLOYEE RIGHTS

UNDER THE NATIONAL LABOR RELATIONS ACT

The NLRA guarantees the right of employees to organize and bargain collectively with their employers, and to engage in other protected concerted activity. Employees covered by the NLRA * are protected from certain types of employer and union misconduct. This Notice gives you general information about your rights, and about the obligations of employers and unions under the NLRA. Contact the National Labor Relations Board, the Federal agency that investigates and resolves complaints under the NLRA, using the contact information supplied below, if you have any questions about specific rights that may apply in your particular workplace.

Under the NLRA, you have the

- Organize a union to negotiate with your employer concerning your wages,
- representatives of employees' own choosing for a contract with your
- Discuss your terms and conditions of **employment** or union organizing with
- to improve your working conditions by,
- Strike and picket, depending on the
- Choose not to do any of these

Illegal conduct will not be permitted. If you believe your rights or the rights of others have been violated, you should contact the NLRB promptly to protect your rights, generally within six months of the unlawful activity. You may inquire about possible violations without your employer or anyone else being informed of the inquiry. Charges may be filed by any person and need not be filed by the employee directly affected by the violation The NLRB may order an employer to rehire a worker fired in violation of the law and to pay lost wages and benefits, and may order an employer or union to cease violating the law. Employees should seek assistance from the nearest regional NLRB office, which can be found on the Agency's website: www.nlrb.gov.



Under the NLRA, it is illegal for a union or for the union that represents you in bargaining with your employer to:

- Threaten you that you will lose your job unless you support the union.
- Refuse to process a grievance because you have criticized union officials or because you are not a member of the union.
- Use or maintain discriminatory standards or procedures in making job referrals from a hiring hall.
- Cause or attempt to cause an employer to discriminate against you because of your union-related activity.
- Take other adverse action against **you** based on whether you have joined or support the union.

If you and your coworkers select a union to act as your collective bargaining representative, your employer and the union are required to bargain in good faith in a genuine effort to reach a written, binding agreement setting your terms and conditions of employment. The union is required to fairly represent you in bargaining and enforcing the agreement.

You can also contact the NLRB by calling toll-free: 1-844-762-NLRB (6572). Language assistance is available.

Hearing impaired callers who wish to speak to an NLRB representative should

<u>relay.service@nlrb.gov</u>. An NLRB representative will email the requestor with instructions on how to schedule a



SI USTED TIENE DERECHO A TRABAJAR NO DEJE QUE NADIE SE LO QUITE

i usted dispone de las capacidades, experiencia y derecho legal a trabajar, su estatus migratorio o de ciudadanía no debe representar un obstáculo, ni tampoco lo debe ser el lugar en que usted nació o ningún otro aspecto de su nacionalidad de origen. Existe una parte de las leyes migratorias de los EE. UU. que protegen a los trabajadores que cuentan con la debida autorización legal para trabajar de la discriminación por motivos de su estatus de ciudadanía o nacionalidad de origen. Puede consultar esta ley contenida en la Sección 1324b del Título 8 del Código de los EE. UU. Es posible que la Sección de Derechos de <u>Inmigrantes y Empleados</u> (IER, por sus siglas en inglés) pueda ayudar si un empleador lo trata de una forma injusta, en contra de esta ley. La ley que hace cumplir la IER es la Sección 1324b del Título 8 del Código de los EE. UU. Los reglamentos de dicha ley se encuentran en la Parte 44 del Título 28 del Código de Reglamentos Federales. Llame a la IER si un empleador: No lo contrata o lo despide a causa de su nacionalidad de origen o estatus de ciudadanía (esto podría representar una vulneración de parte de la ley contenida en la Sección 1324b(a)(1) del Título 8 del Código de los EE. UU.) Lo trata de una manera injusta a la forma de comprobar su derecho a trabajar en los EE. UU., incluyendo al completar el Formulario I-9 o utilizar E-Verify (esto podría representar una vulneración de la ley contenida en la Sección 1324b(a)(1) o (a) (6) del Título 8 del Código de los EE. UU.) Toma represalias en su contra por haber defendido su derecho a trabajar al amparo de esta ley (la ley prohíbe las represalias, según se indica en la Sección 1324b(a)(5) del Título 8 del Código de los EE. UU.) Esta ley puede ser complicada. Llame a la IER para más información sobre las protecciones existentes contra la discriminación por motivos del estatus de ciudadanía o la nacionalidad de origen.

Sección de Derechos de Inmigrantes y Empleados (IER)

1-800-255-7688 TTY 1-800-237-2515 <u>www.justice.gov/ier</u> Departamento de Justicia de los EE. UU., División de Derechos Civiles, Sección de Derechos

de Inmigrantes y Empleados, enero del 2019





dhs.gov/e-verify

Under the NLRA, it is illegal for

right to:

- hours, and other terms and conditions of employment.
- Form, join or assist a union.
- Bargain collectively through employer setting your wages, benefits, hours, and other working conditions.
- your co-workers or a union.
- Take action with one or more co-workers among other means, raising work related complaints directly with your employer or with a government agency, and seeking help from a union.
- purpose or means of the strike or the picketing.
- activities, including Joining or remaining a member of a union.

send an email to relay service call.



- Prohibit you from soliciting for a union during non-work time, such as before or after work or during break times; or from distributing union literature during nonwork time, in non-work areas, such
- Question you about your union support or activities in a manner that discourages you from engaging in that activity.

as parking lots or break rooms.

your employer to:

- Fire, demote, or transfer you, or reduce your hours or change your **shift**, or otherwise take adverse action against you, or threaten to take any of these actions, because you join or support a union, or because you engage in concerted activity for mutual aid and protection, or because you choose not to engage in any such activity.
- Threaten to close your workplace if workers choose a union to represent
- Promise or grant promotions, pay raises, or other benefits to discourage or encourage union support.
- Prohibit you from wearing union hats, buttons, t-shirts, and pins in the workplace except under special circumstances.
- Spy on or videotape peaceful union **activities** and gatherings or pretend to do so.

*The National Labor Relations Act covers most private-sector employers. Excluded from coverage under the NLRA are public- sector employees, agricultural and domestic workers, independent contractors, workers employed by a parent or spouse, employees of air and rail carriers covered by the Railway Labor Act, and supervisors (although supervisors that have been discriminated against for refusing to violate the NLRA may be covered).

WALSH-HEALEY PUBLIC CONTRACTS ACT

EMPLOYEE RIGHTS ON GOVERNMENT CONTRACTS

PUBLIC CONTRACTS ACT (PCA) SERVICE CONTRACT ACT (SCA)

MINIMUM WAGES Your rate must be no less than the Federal minimum wage established by the Fair **ENFORCEMENT** Specific DOL agencies are responsible for the administration of these laws. To file a

Labor Standards Act (FLSA). A higher rate may be required for SCA contracts if a wage determination help line at 1-866-4-USWAGE (1-866-487-9243), or visit www.dol.gov/whd FRINGE BENEFITS SCA wage determinations may require fringe benefit payments (or a cash Contact the Occupational Safety and Health Administration (OSHA) by calling 1-800-321-OSHA (1-800-321-6742), or visit **www.osha.gov**

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WH1313 REV 04/09

Service contracts which do not exceed \$2,500 are not subject to prevailing rate determinations or to the safety and health requirements of the act. However, the act does require that employees performing work on such contracts be paid not less than the minimum wage rate established in section 6(a)(1) of the Fair Labor Standards Act

secondary contractors performing work under contracts awarded by the Government prime contractor. All provisions of the act except the safety and health requirements are administered by the Wage and Minimum Wage — Covered employees must currently be paid not less than the Federal minimum that require or involve the employment of laborers, mechanics, guards, watchmen. Overtime — Covered workers must be paid at least one and one-half times their basic rate of pay for all may be performed in buildings or surroundings or under working conditions, provided by or under hours worked in excess of 40 a week. Overtime is due on the basis of the total hours spent in all work,

the control or supervision of the contractor or subcontractor, which are unsanitary or hazardous or Government and non-Government, performed by the employee in any week in which covered work dangerous to the health or safety of service employees engaged to furnish the services. The safety and health provisions of the Service Contract Act are administered by the Occupational Safety and Health Child Labor — Employers may protect themselves against unintentional child labor violations by Safety and Health — No covered work may be performed in plants, factories, buildings, or surroundings or under work conditions that are unsanitary or hazardous or dangerous to the health and safety of the

required by the act. The posting of the notice (including any applicable wage determination) contained on the reverse in a location where it may be seen by all employees performing on the contract will satisfy this requirement. Notice in Subcontracts — The contractor is required to insert in all subcontracts the labor standards

esponsibility for Secondary Contractors — Prime contractors are liable for violations of the act committed by their covered secondary contractors. Other Obligations — Observance of the labor standards of these acts does not relieve the employer of

any obligation he may have under any other laws or agreements providing for higher labor standards. WH1313 REV 04/09

PAID SICK LEAVE FOR FEDERAL CONTRACTORS

WORKER RIGHTS UNDER EXECUTIVE ORDER 13706

PAID SICK LEAVE FOR FEDERAL CONTRACTORS

PAID SICK LEAVE Executive Order 13706, Establishing Paid Sick Leave for Federal Contractors, requires unable to file a complaint in English, WHD will accept the complaint in any language. The law prohibits certain employers that contract with the Federal Government to provide employees working on or in discriminating against or discharging workers who file a complaint or participate in any proceeding connection with those contracts with 1 hour of paid sick leave for every 30 hours they work—up to 56 under the Executive Order. ours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness injury, or other health-related needs, including preventive care; to assist a family member who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member who is the victim of, domestic violence, sexual assault, or stalking. Employers are required to inform employees of their paid sick leave balances and must approve all valid requests to use paid sick leave. Rules about when and how employees should ask to use paid sick leave also apply. More information

applies. Such wage determination will be posted as an attachment to this notice.

CHILD LABOR No person under 16 years of age may be employed on a PCA contract.

Public Contracts Act or the Service Contract Act of the principal provisions of these acts.

OVERTIME PAY You must be paid 1.5 times your basic rate of pay for all hours worked over 40 in a

SAFETY & HEALTH Work must be performed under conditions that are sanitary, and not hazardous or

The purpose of the discussion below is to advise contractors which are subject to the Walsh-Healey

General Provisions — This act applies to contracts which exceed or may exceed \$10,000 entered into by

any agency or instrumentality of the United States for the manufacture or furnishing of materials, supplies,

articles, or equipment. The act establishes minimum wage, maximum hours, and safety and health standards for work on such contracts, and prohibits the employment on contract work of convict labor

(unless certain conditions are met) and children under 16 years of age. The employment of homeworkers

(except homeworkers with disabilities employed under the provisions of Regulations, 29 CFR Part 525) on

In addition to its coverage of prime contractors, the act under certain circumstances applies to

employees engaged in the performance of the contract. The safety and health provisions of the Walsh

Healey Public Contracts Act are administered by the Occupational Safety and Health Administration.

Posting — During the period that covered work is being performed on a contract subject to the

act, the contractor must post copies of Notice to Employees Working on Government Contracts in a

sufficient number of places to permit employees to observe a copy on the way to or from their place

Responsibility for Secondary Contractors — Prime contractors are liable for violations of the act

General Provisions — The Service Contract Act applies to every contract entered into by the United States

or the District of Columbia, the principal purpose of which is to furnish services in the United States through

the use of service employees. Contractors and subcontractors performing on such Federal contracts must

observe minimum wage and safety and health standards, and must maintain certain records, unless a

Vages and Fringe Benefits — Every service employee performing any of the Government contract

equivalent). PCA contracts do not require fringe benefits.

wage established in section 6(a)(1) of the Fair Labor Standards Act.

committed by their covered secondary contractors.

obtaining certificates of age. State employment or age certificates are acceptable.

week. There are some exceptions.

dangerous to employees' health and safety.

Walsh-Healey Public Contracts Act

is performed.

of employment

Service Contract Act

about the paid sick leave requirements is available at www.dol.gov/whd/govcontracts/eo13706 **ENFORCEMENT** The Wage and Hour Division (WHD), which is responsible for making sure employers comply with Executive Order 13706, has offices across the country. WHD can answer questions, in person or by telephone, about your workplace rights and protections. WHD can investigate employers and recover wages to which workers may be entitled. All services are free and confidential. If you are

DDITIONAL INFORMATION Executive Order 13/06 applies to new contracts and replacements to expiring contracts with the Federal Government starting January 1, 2017. It applies to federal contracts for construction and many types of federal contracts for services. Some state and local laws also require that employees be provided with paid sick leave. Employers must comply with all applicable requirements



WAGE AND HOUR DIVISION

Esta organización participa en E-Verify



E-VERIFY

This Organization Participates in E-Verify

This employer participates in E-Verify and will provide the federal government with your Form I-9 information to confirm that you are authorized to work in the U.S. If E-Verify cannot confirm that you are authorized to work, this employer is required to give you written instructions and an opportunity to contact Department of Homeland Security (DHS) or Social Security Administration (SSA) so you can begin to resolve the issue before the employer

can take any action against you, including terminating your employment. Employers can only use E-Verify once you have accepted a job offer and completed the Form I-9.

E-Verify Works for Everyone For more information on E-Verify, or if you believe that your employer has violated its E-Verify responsibilities, please contact DHS.



contra, incluyendo la terminación de su empleo. Los empleadores sólo pueden utilizar E-Verify una vez que usted haya aceptado una oferta de trabajo y completado el Formulario I-9.

E-Verify Funciona Para Todos Para más información sobre E-Verify, o si usted cree que su emplead or 888-897-7781

WHISTLEBLOWER RIGHTS

OSHA's Whistleblower Protection Program OSHA's Whistleblower Protection Program enforces the provisions of more than 20 federal laws protecting employees from retaliation for, among other

things, raising or reporting concerns about hazards or violations of various workplace safety and health, aviation safety, commercial motor carrier, consumer product, environmental, financial reform, food safety, health insurance reform, motor vehicle safety, nuclear, pipeline, public transportation agency, railroad, maritime, securities, tax, antitrust, and anti-money laundering laws. Employees who believe that they have experienced retaliation in violation of one of these laws may file a complaint with OSHA. Whistleblower Laws Enforced by OSHA Following is a list of statutes which OSHA enforces. Each written complaint to the closest OSHA office, or filing a complaint online. No particular form is required and complaints may be submitted in any language.

 Anti-Money Laundering Act (90 days) Asbestos Hazard Emergency Response Act (90 days)

Comprehensive Environmental Response, Compensation and Liability Act (30 days)

 Consumer Financial Protection Act of 2010 (180 days) Consumer Product Safety Improvement Act (180 days) Criminal Antitrust Anti-Retaliation Act (180 days)

• Energy Reorganization Act (180 days) Federal Railroad Safety Act (180 days) • Federal Water Pollution Control Act (30 days) International Safe Container Act (60 days)

Moving Ahead for Progress in the 21st Century Act (motor vehicle safety) (180 days) National Transit Systems Security Act (180 days)

 Occupational Safety and Health Act (OSH Act) (30 days) Pipeline Safety Improvement Act (180 days)

 Safe Drinking Water Act (30 days) Sarbanes-Oxley Act (180 days) Seaman's Protection Act (180 days)

 Section 402 of the FDA Food Safety Modernization Act (180 days) Section 1558 of the Affordable Care Act (180 days) Solid Waste Disposal Act (30 days)

 Surface Transportation Assistance Act (180 days) Taxpaver First Act (180 days) • Toxic Substances Control Act (30 days)

 Wendell H. Ford Aviation Investment and Reform Act for the 21st Century (90 days) What Is Retaliation? Retaliation is an adverse action against an employee because of activity protected by one of these whistleblower laws. Retaliation can involve several types of actions, such as: · Firing or laying off

Disciplining Denying benefits Failing to hire or rehire

Denying overtime or promotion

Demoting

Reassignment to a less desirable position or affecting promotion prospects

Reducing pay or hours More subtle actions, such as isolating, ostracizing, mocking, or falsely accusing the employee of poor Blacklisting (intentionally interfering with an employee's ability to obtain future employment)

Constructive discharge (quitting when an employer makes working conditions intolerable due to the employee's protected activity) Reporting the employee to the police or immigration authorities Filing a Complaint Employees who believe that their employers retaliated against them because they

engaged in protected activity should contact OSHA as soon as possible because they must file any

An employee can file a complaint with OSHA by visiting or calling their local OSHA office, sending a

his is one in a series of informational fact sheets highlighting OSHA programs, policies or standards. It does not impose any new compliance requirements. For a comprehensive list of compliance requirements of OSHA standards or regulations, refer to Title 29 of the Code of Federal Regulations. This information will be made available to sensory-impaired individuals upon request. The voice phone is (202) 693-1999; teletypewriter (TTY) number: (877) 889-5627.



EEOC - KNOW YOUR RIGHTS: WORKPLACE DISCRIMINATION IS ILLEGAL

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.

subcontract, you are protected under Federal law from discrimination on the following bases:

qualified individuals with disabilities at all levels of employment, including the executive level.

Race, Color, Religion, Sex, Sexual Orientation, Gender Identity, National Origin Executive Order 11246,

sexual orientation, gender identity, or national origin, and requires affirmative action to ensure equality of

• Employees (current and former), including managers and temporary Job applicants Union members and applicants for membership in a union What Organizations are Covered?

Most private employers

State and local governments (as employers)

opportunity in all aspects of employment

 Educational institutions (as employers) Staffing agencies What Types of Employment Discrimination are Illegal? Under the EEOC's laws, an employer may not discriminate against you regardless of your immigration status, on the bases of:

 Religion National origin • Sex (including pregnancy and related conditions, sexual orientation Age (40 and older) Disability

compensation or the compensation of other applicants or employees

educational programs or activities which receive Federal financial assistance.

• Genetic information (including employer requests for, or purchase, use, or disclosure of genetic tests, genetic services, or family medical • Retaliation for filing a charge, reasonably opposing discrimination, or

All aspects of employment, including: • Discharge, firing, or lay-off • Harassment (including unwelcome verbal or physical conduct) Hiring or promotion Assignment Pay (unequal wages or compensation)

What Employment Practices can be Challenged as

 Job training Classification Referral Obtaining or disclosing genetic information of employees Requesting or disclosing medical information of employees

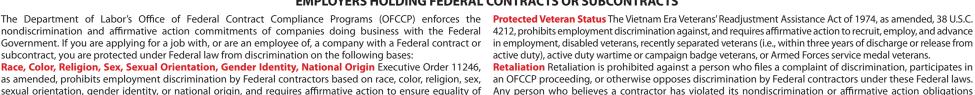
discrimination, filing a charge, or participating in an investigation or proceeding What can You Do if You Believe Discrimination has Occurred? Contact the EEOC promptly if you suspect discrimination. Do not delay, because there are strict time limits for filing a charge of discrimination

(180 or 300 days, depending on where you live/work). You can reach

the EEOC in any of the following ways: **Submit** an inquiry through the EEOC's public portal: https://publicportal.eeoc.gov/Portal/Login.aspx Call 1-800-669-4000 (toll free) 1-800-669-6820 (TTY)

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



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 a question online to OFCCP's Help Desk 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

Race, Color, National Origin, Sex In addition to the protections of Title VII of the Civil Rights Act of 1964, as Individuals with Disabilities Section 504 of the Rehabilitation Act of 1973, as amended, prohibits employment amended, Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color discrimination on the basis of disability in any program or activity which receives Federal financial assistance. or national origin in programs or activities receiving Federal financial assistance. Employment discrimination Discrimination is prohibited in all aspects of employment against persons with disabilities who, with or is covered by Title VI if the primary objective of the financial assistance is provision of employment, or where without reasonable accommodation, can perform the essential functions of the job. If you believe you have employment discrimination causes or may cause discrimination in providing services under such programs. been discriminated against in a program of any institution which receives Federal financial assistance, you

(Revised 10/20/2022)

This is an official Government Notice and must not be defaced by anyone.

Technical Revision Date: 05/02/22

THIS ESTABLISHMENT IS PERFORMING GOVERNMENT CONTRACT WORK SUBJECT TO: (CHECK ONE)

complaint or obtain information, contact the Wage and Hour Division (WHD) by calling its toll-free

work under a service contract in excess of \$2,500 must be paid not less than the monetary wages, and must be furnished the fringe benefits, which the Secretary of Labor has determined to be prevailing in the locality for the classification in which the employee is working or the wage rates and fringe benefits (including any accrued or prospective wage rates and fringe benefits) contained in a predecessor

contractor's collective bargaining agreement. The wage rates and fringe benefits required are usually specified in the contract but in no case may employees doing work necessary for the performance of the contract be paid less than the minimum wage established in section 6(a)(1) of the Fair Labor

Overtime — The Fair Labor Standards Act and the Contract Work Hours Safety Standards Act may require the payment of overtime at time and one-half the regular rate of pay for all hours work on the contract in excess of 40 a week. The Contract Work Hours Safety Standards Act is more limited in scope than the Fair Labor Standards Act and generally applies to Government contracts in excess of \$100,000 Safety and Health — The act provides that no part of the services in contracts in excess of \$2,500

Notice to Employees — On the date a service employee commences work on a contract in excess of \$2,500, the contractor (or subcontractor) must provide the employee with a notice of the compensation

clauses specified by the regulations in 29 CFR Part 4 for Federal service contracts exceeding \$2,500.

ditional Information — Additional Information and copies of the acts and applicable regulations and interpretations may be obtained from the nearest office of the Wage and Hour Division or the National Office in Washington D.C. Information pertaining to safety and health standards may be obtained from the nearest office of the Occupational Safety and Health Administration or the National Office in Washington, D.C.

ONE HOUR OF PAID SICK LEAVE FOR EVERY 30 HOURS WORKED, UP TO 56 HOURS EACH YEAR

UNITED STATES DEPARTMENT OF LABOR **1-866-487-9243** TTY: 1-877-889-5627



EVerify Este empleador participa en E-Verify y proporcionará al gobierno federal la información de su Formulario I-9 para confirmar que usted está autorizado para trabajar en los EE.UU.

Si E-Verify no puede confirmar que usted está autorizado para trabajar, este empleador está requerido a darle instrucciones por escrito y una oportunidad de contactar al Departamento de Seguridad Nacional (DHS) o a la Administración del Seguro Social (SSA) para que pueda empezar a resolver el problema antes de que el empleador pueda tomar cualquier acción en su

ha violado sus responsabilidades de E-Verify, por favor contacte a DHS. dhs.gov/e-verify The E-Verify logo and mark are registered trademarks of Department of Homeland Security

OSHIA Fact Sheet

hours, U.S. mail (confirmation services recommended), or other third-party commercial carrier. The date of the postmark, fax, electronic communication, telephone call, hand delivery, delivery to a third-party commercial carrier, or in-person filing at an OSHA office is considered the date filed. To file a complaint electronically, please visit: www.osha.gov/whistleblower/WBComplaint. To contact an OSHA area office, employees should call 1-800-321-OSHA (6742) to be connected to the closest area office or visit www.osha.gov/contactus/bystate to find local OSHA office address and

Written complaints may be filed by fax, electronic communication, hand delivery during business

When OSHA receives a complaint, OSHA will first review it to determine whether certain basic requirements are met, such as whether the complaint was filed on time. If so, the complaint will be investigated in order to determine whether the employer retaliated against the employee for engaging in activity protected under one of OSHA's whistleblower laws. OSHA may also attempt to assist the employer and employee in reaching a settlement of the case.

States Postal Service (USPS) who suffer retaliation because of occupational safety or health activity are covered by section 11(c) of the OSH Act. In addition, private-sector employees are also covered by laws in States which operate their own comprehensive occupational safety and health programs approved by Federal OSHA ("State Plans"). For information on the whistleblower provisions of the 22 State Plan States which cover private-sector employees, visit www.osha.gov/stateplans. With the exception of employees of the USPS, public-sector employees (those employed as municipal,

Private-sector employees throughout the United States and its territories and employees of the United

employees are covered by the whistleblower provisions of all the States with State Plans, including six States which cover only State and local government employees. A federal employee who is not a USPS employee who wishes to file a complaint alleging retaliation due to disclosure of a substantial and specific danger to public health or safety or involving a violation of an occupational safety or health standard or regulation should contact the Office of Special Counsel (www.osc.gov). Such federal employees are also covered by their own agency's procedures for

county, state, territorial, or federal workers) are not covered by the OSH Act. State and local government

Public-sector employees who are unsure whether they are covered under a whistleblower law should Results of the Investigation If OSHA determines that retaliation in violation of the OSH Act, Asbestos Hazard Emergency Response Act, or the International Safe Container Act has occurred, the Secretary

Under the other whistleblower laws, if the evidence supports an employee's complaint of retaliation, OSHA will issue an order requiring the employer, as appropriate, to put the employee back to work, pay lost wages, and provide other possible relief. If the evidence does not support the employee's complaint, OSHA will dismiss the complaint. After OSHA issues a decision, the employer and/or the employee may request a full hearing before an administrative law judge of the Department of Labor. The administrative law judge's decision may be appealed to the Department's Administrative Review Board (ARB); in significant cases the Secretary of Labor may review the ARB decision. Aggrieved parties may seek review of final DOL decisions by the courts of appeals.

Under some of the laws, an employee may file the retaliation complaint in federal district court if the Department has not issued a final decision within a specified number of days (180, 210 or 365

of Labor may sue in federal district court to obtain relief. If OSHA determines that no retaliation has

To Get Further Information To obtain more information on whistleblower laws, go to



If you believe you've been discriminated against at work or in applying for a job, the EEOC may be able to help. participating in a discrimination lawsuit, investigation, or proceeding.

Discriminatory?

• Failure to provide reasonable accommodation for a disability o Benefits

a sincerely held religious belief, observance or practice

 Conduct that might reasonably discourage someone from opposing **EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS** The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) enforces the Protected Veteran Status The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. nondiscrimination and affirmative action commitments of companies doing business with the Federal 4212, prohibits employment discrimination against, and requires affirmative action to recruit, employ, and advance Government. If you are applying for a job with, or are an employee of, a company with a Federal contract or 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.

under OFCCP's authorities should contact immediately Asking About, Disclosing, or Discussing Pay Executive Order 11246, as amended, protects applicants and The Office of Federal Contract Compliance Programs (OFCCP) employees of Federal contractors from discrimination based on inquiring about, disclosing, or discussing their U.S. Department of Labo

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 disability who is an applicant or employee, barring undue hardship to the employer. Section at https://ofccphelpdesk.dol.gov/s/, or by calling an OFCCP regional or district office, listed in most 503 also requires that Federal contractors take affirmative action to employ and advance in employment

Title IX of the Education Amendments of 1972 prohibits employment discrimination on the basis of sex in should immediately contact the Federal agency providing such assistance