



MINNESOTA & FEDERAL LABOR LAW POSTER

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. If you believe you've been discriminated against or not in applying for a job, the EEOC may be able to help.

Who is Protected?
- Employees (current and former), including managers and supervisory employees
- Job applicants
- Union members and applicants for membership

What Organizations are Covered?
- Most private employers
- State and local governments (as employers)
- Educational employers (as employers)
- Unions
- 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 basis of:
- Race
- Color
- Religion
- National origin
- Sex (including pregnancy, childbirth, and related medical conditions, sexual orientation, and gender identity)
- Age (40 and older)
- Disability

EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS
The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) enforces nondiscrimination and affirmative action components of companies doing business with the Federal Government. If you are applying for a job with, or are an employee of, a company with a Federal contract or subcontract, you are protected under Federal law from discrimination on the following bases:
- Race, Color, Religion, Sex, Sexual Orientation, Gender Identity, National Origin
Executive Order 12816, as amended, prohibits employment discrimination by Federal contractors based on race, color, religion, sex, sexual orientation, gender identity, or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment.

Retaliation Retaliation is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination by Federal contractors under these Federal laws. Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations under OFCCP's authority should contact immediately:
The Office of Federal Contract Compliance Programs (OFCCP)
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 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 a question online to OFCCP's Help Desk at <https://ofccp.helpdesk.dhs.gov/>, or by calling an OFCCP regional or district office, listed in most telephone directories under U.S. Government, Department of Labor and OFCCP's "Contact Us" webpage at <https://www.dol.gov/agencies/ofccp/contact>.

MINNESOTA MINIMUM WAGE

Minimum wage rates
Effective: Jan. 1, 2024

Category	Minimum Wage Rate
Large employer – Any enterprise with annual gross revenues of \$500,000 or more	\$10.85/hour
Small employer – Any enterprise with annual gross revenues of less than \$500,000	\$8.85/hour
Training wage – May be paid to employees aged 18 and 19 the first 90 consecutive days of employment	
Youth wage – May be paid to employees aged 17 or younger	
J-1 Visa – May be paid to employees of hotels, motels, lodging establishments and resorts working under the authority of a summer work, travel Exchange Visitor (J) nonimmigrant visa	

OVERTIME
Time-and-one-half the employee's regular rate of pay
After 48 hours

SICK AND SAFE TIME
Sick and safe time is paid leave employers must provide to employees in Minnesota that can be used for certain reasons, including when an employee is sick, to care for a sick family member or to seek assistance if an employee or their family member has experienced domestic abuse.

RETALIATION PROHIBITED
An employer may not discharge, discipline, penalize, interfere with, threaten, restrain, coerce, or otherwise retaliate or discriminate against an employee regarding the employee's compensation, terms, conditions, location or privileges of employment because the employee reports a violation of any law or refuses to participate in an activity the employee knows is a violation of law.

m DEPARTMENT OF LABOR AND INDUSTRY
651-284-5075 • 800-342-5354 • dli.laborstandards@state.mn.us • dli.mn.gov/minwage
Posting required by law in a location where employees can easily see this notice.

ANTI-DISCRIMINATION NOTICE

It is illegal to discriminate against work-authorized individuals. Employers CANNOT specify which documents they will accept from an employee. The refusal to hire an individual because the documents have a future expiration date may also constitute illegal discrimination.

For information, please contact
The Office of Special Counsel for Immigration Related Unfair Employment Practices Office at
800-255-7688.

PAYDAY NOTICE

Regular Paydays for Employees of
(Company Name)
Should be as follows:

Weekly Bi-Weekly Monthly Other

By: _____ Title: _____

WITHHOLDING STATUS

YOU MAY NEED TO CHECK YOUR WITHHOLDING
Since you last filed form W-4 with your employer...
- Many or divorce?
- Gain or lose a dependent?
- Change your name?
- Were there major changes to...
- Your nonwage income (interest, dividends, capital gains, etc.)?
- Your family wage income (you or your spouse started or ended a job)?
- Your itemized deductions?
- Your tax credits?

See your employer for a copy of Form W-4 or call the IRS at 1-800-829-3676.
Now is the time to check your withholding. For more details, get Publication 919, How Do I Adjust My Tax Withholding?, or use the Withholding Calculator at www.irs.gov/individuals on the IRS web site.

IRSA
Department of the Treasury
Internal Revenue Service www.irs.gov
Publication 2103 (Rev. 8-2009) Cat. No. 11047P

NO SMOKING NOTICE

THIS ENTIRE ESTABLISHMENT IS SMOKE-FREE

Effective October 1, 2007, smoking will be prohibited in all indoor public places and indoor places of employment, per the Freedom to Breathe provisions of the Minnesota Clean Indoor Act.

All proprietors are required to post a "No Smoking" sign(s) at or immediately inside of all public entrances.

Posting this sign on or immediately inside public entrance(s) of your facility meets the signage requirements of the law.

MINNESOTA STATUTE 144.41-144.417

DISCRIMINATION

Age discrimination

Know your rights under Minnesota laws prohibiting age discrimination

It is unlawful for an employer to:
- refuse to hire or employ a person on the basis of age;
- reduce in grade or position or demote a person on the basis of age;
- discharge or dismiss a person on the basis of age; or
- mandate retirement age if the employer has more than 20 employees [29 United States Code §630 (b)].

Employers terminating employees 65 or older because they can no longer meet job requirements must give 30 days notice of intention to terminate.

This poster contains only a summary of Minnesota law. For more information, contact the:
Minnesota Department of Labor and Industry Phone: (651) 284-5070
Minnesota Department of Human Rights Phone: (651) 539-1100

m DEPARTMENT OF LABOR AND INDUSTRY
651-284-5070 • 1-800-342-5354 • dli.laborstandards@state.mn.us • www.dli.mn.gov
Posting required by law in a location where employees can easily see this notice.

USERRA - UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

YOUR RIGHTS UNDER USERRA
THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT
USERRA protects the job rights of individuals who voluntarily or involuntarily leave 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
- If you were discharged from your civilian job when you have a job to perform service in the uniformed service and:
- you ensure that your employer receives advance written or verbal notice of your service;
- you have five years or less of cumulative service in the uniformed services while with that particular employer;
- 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 conditions.

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
If you - are a past or present member of the uniformed service; - have applied for membership in the uniformed service; or - are obligated to serve in the uniformed service; then an employer may not deny you - initial employment; - reemployment; - retention in employment; - promotion; or - any benefit of employment, because of this status.

HEALTH INSURANCE PROTECTION
If you leave your job to perform military service, you have the right to elect to continue your existing employer-based health plan coverage for you and your dependents for up to 24 months while in the military.

ENFORCEMENT
The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate and resolve complaints of workers who 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 are corrected classified independent contractors are not.

EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS
The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) enforces nondiscrimination and affirmative action components of companies doing business with the Federal Government. If you are applying for a job with, or are an employee of, a company with a Federal contract or subcontract, you are protected under Federal law from discrimination on the following bases:
- Race, Color, Religion, Sex, Sexual Orientation, Gender Identity, National Origin
Executive Order 12816, as amended, prohibits employment discrimination by Federal contractors based on race, color, religion, sex, sexual orientation, gender identity, or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment.

Retaliation Retaliation is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination by Federal contractors under these Federal laws. Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations under OFCCP's authority should contact immediately:
The Office of Federal Contract Compliance Programs (OFCCP)
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 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 a question online to OFCCP's Help Desk at <https://ofccp.helpdesk.dhs.gov/>, or by calling an OFCCP regional or district office, listed in most telephone directories under U.S. Government, Department of Labor and OFCCP's "Contact Us" webpage at <https://www.dol.gov/agencies/ofccp/contact>.

PROGRAMS OR ACTIVITIES RECEIVING FEDERAL FINANCIAL ASSISTANCE
Individuals with Disabilities 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 essential functions of the job. 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 providing such assistance.

REGANEE AND PARENTAL LEAVE

Pregnant workers and new parents

PREGNANCY AT WORK
If you are pregnant, it is your right to request and your employer must provide:
- a seat and/or longer restroom, food and water breaks;
- limits on lifting more than 20 pounds.

You have the right to request other workplace changes when you have been given advice from a health care provider or doula. Your employer cannot require you to adjust your working conditions because you are pregnant.

PREGNANCY AND PARENTAL LEAVE FROM WORK
Employees may request and take up to 12 weeks of unpaid leave during pregnancy or upon the birth or adoption of their child. Employees are eligible for this leave regardless of the size of their employer or the amount of time for which they have worked for their employer.

CONTACT US
Contact Labor Standards at 651-284-5075 or dli.laborstandards@state.mn.us.

m DEPARTMENT OF LABOR AND INDUSTRY
Labor Standards • 443 Lafayette Road N. • St. Paul, MN 55155
651-284-5075 • 800-342-5354 • dli.mn.gov • dli.laborstandards@state.mn.us
Notice: This is a brief summary of Minnesota law. It is intended as a guide and is not to be considered a substitute for related Minnesota Statutes. Version 0623

EMPLOYEE POLYGRAPH PROTECTION ACT

EMPLOYEE RIGHTS | EMPLOYEE POLYGRAPH PROTECTION ACT
The Employee Polygraph Protection Act (EPPA) prohibits most private employers from using lie detector tests either for pre-employment screening or during the course of employment.

Prohibitions: Employers are generally prohibited from requiring or 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 their rights under the Act.

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 in national security-related activities. The Act permits polygraph (a kind of detector) tests to be administered in the private sector, subject to restrictions, to certain prospective employees of security firms (armed 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 reasonably suspected of involvement in a workplace incident (theft, embezzlement, etc.) that resulted in economic loss to the employer. The law does not preempt any provision of any State or local law or any collective bargaining agreement which is more restrictive with respect to lie detector tests.

EXAMINEE RIGHTS 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 rights, including the right to a written notice before testing, the right to refuse or discontinue a test, and the right not to have test results disclosed to unauthorized persons.

ENFORCEMENT The Secretary of Labor may bring court actions to restrain violations and assess civil penalties against violators. Employees or job applicants may also bring their own court actions.

THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS POSTER WHERE EMPLOYERS AND JOB APPLICANTS CAN READILY SEE IT.

WAGE AND HOUR DIVISION
UNITED STATES DEPARTMENT OF LABOR
1-866-487-9243
www.dol.gov/agencies/whd WHD-148 REV 03/22

EMPLOYER-SPONSORED MEETINGS OR COMMUNICATION

All bill for an act relating to employment; prohibiting an employer from forcing employees to attend political or religious meetings or otherwise listen to speech about politics and religion; proposing coding for new law in Minnesota Statutes, chapter 181.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:
Section 1. [181.531] EMPLOYER-SPONSORED MEETINGS OR COMMUNICATION.

Subdivision 1. **Prohibition.** An employer or the employer's agent, representative, or designee must not discharge, discipline, or otherwise penalize or threaten to discharge, discipline, or otherwise penalize or take any adverse employment action against an employee:

- (1) because the employee declines to attend or participate in an employer-sponsored meeting or declines to receive or listen to communications from the employer or the agent, representative, or designee of the employer if the meeting or communication is to communicate the opinion of the employee about religious or political matters;
- (2) as a means of inducing an employee to attend or participate in a meeting or listen to communications described in clause (1); or
- (3) because the employee, or a person acting on behalf of the employee, makes a good-faith report, orally or in writing, of a violation or a suspected violation of this section.

Subd. 2. **Remedies.** An aggrieved employee may bring a civil action to enforce this section no later than 90 days after the date of the alleged violation in the district court where the violation is alleged to have occurred or where the principal office of the employer is located. The court may award a prevailing employee all appropriate relief, including injunctive relief, reinstatement to the employee's former position or an equivalent position, back pay and reinstatement of all employee benefits, including any benefits to which the employee would otherwise have been eligible if the violation had not occurred, and any other appropriate relief as deemed necessary by the court to make the employee whole. The court shall award a prevailing employee reasonable attorney fees and costs.

Subd. 3. **Notice.** Within 30 days of the effective date of this section, an employer subject to this section shall post and keep posted, a notice of employee rights under this section where employee notices are customarily posted.

Subd. 4. **Scope.** This section does not:

- (1) prohibit communications of information that the employer is required by law to communicate; but only to the extent of the lawful requirement;
- (2) limit the rights of an employer or its agent, representative, or designee to conduct meetings involving religious or political matters so long as attendance is wholly voluntary or to engage in communications so long as they are wholly voluntary; or
- (3) limit the rights of an employer or its agent, representative, or designee from communicating to its employees any information that is necessary for the employer to perform their lawfully required job duties.

Subd. 5. **Definitions.** For the purposes of this section:
(1) "political matters" means matters relating to elections for political office, political parties, proposals to change legislation, proposals to change regulations, proposals to change public policy, and the decision to join or support any political party or political, civic, community, fraternal, or labor organization; and
(2) "religious matters" means matters relating to religious belief, affiliation, and practice and the decision to join or support any religious organization or association.

EARNED SICK AND SAFE TIME

Earned sick and safe time (ESST)
Effective: Jan. 1, 2024

What is ESST? ESST is paid leave employers must provide to employees in Minnesota as follows:
- Employees must accrue ESST at a rate of 1 hour for every 30 hours worked for a sick family member or to seek assistance if an employee or their family member has experienced domestic abuse, sexual assault or stalking.
- ESST must be paid at the same hourly rate as employee earns when they are working.

Who is eligible for ESST? An employee is eligible for ESST if they:
- work at least 80 hours in a year for an employer in Minnesota; and
- ESST must be paid at the same hourly rate as employee earns when they are working.

Retaliation is against the law. An employer may not retaliate, or take negative action, against an employee for asserting their legal rights under the ESST law.

How do you accrue and use ESST?
- Employees accrue at least one hour of ESST for every 30 hours worked, unless an employer front loads ESST hours as allowed by law.

Sick time
For mental or physical illness, treatment or preventive care

Safe time
To address domestic abuse, sexual assault or stalking

m DEPARTMENT OF LABOR AND INDUSTRY
Labor Standards • 443 Lafayette Road N. • St. Paul, MN 55155
651-284-5075 • 800-342-5354 • dli.mn.gov • dli.laborstandards@state.mn.us
Notice: This is a brief summary of Minnesota law. It is intended as a guide and is not to be considered a substitute for related Minnesota Statutes. Version 0623

FEDERAL MINIMUM WAGE

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. Penalties may be assessed for each child labor violation that results in the death or serious injury of an 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 a complaint or participate in any proceeding under the FLSA.

CHILD LABOR 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. Youth 14 and 15 years old may work outside school hours in various non-manufacturing, non-mining, non-hazardous jobs with certain work hours restrictions. Different rules apply in agricultural employment.

FIP CREDIT EMPLOYERS An employer who meets 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 employer'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 her 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 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 an 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 a 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 provisions.

m DEPARTMENT OF LABOR AND INDUSTRY
Labor Standards • 443 Lafayette Road N. • St. Paul, MN 55155
651-284-5075 • 800-342-5354 • dli.mn.gov • dli.laborstandards@state.mn.us
Notice: This is a brief summary of Minnesota law. It is intended as a guide and is not to be considered a substitute for related Minnesota Statutes. Version 0623

EMPLOYMENT INSURANCE UNEMPLOYED?

Have you lost your job or had your work hours reduced?
You have the right to apply for Unemployment Insurance Benefits.
Apply online at www.uimn.org
or by telephone at 651-296-3644 (Twin Cities)
or toll free 1-877-898-0990 (Greater Minnesota)
TTY users: 1-866-814-1252

FEDERAL MINIMUM WAGE

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. Penalties may be assessed for each child labor violation that results in the death or serious injury of an 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 a complaint or participate in any proceeding under the FLSA.

CHILD LABOR 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. Youth 14 and 15 years old may work outside school hours in various non-manufacturing, non-mining, non-hazardous jobs with certain work hours restrictions. Different rules apply in agricultural employment.

FIP CREDIT EMPLOYERS An employer who meets 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 employer'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 her 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 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 an 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 a 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 provisions.

FMLA - FAMILY AND MEDICAL LEAVE ACT

Your Employee Rights Under the Family and Medical Leave Act

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, or
- 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 military service member.

An eligible employee may take up to 26 workweeks of FMLA leave in a 12-month period for:
- The birth, adoption or foster placement of a child with you, 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 #286(c) for more information.
- Your own serious mental or physical health condition that makes you unable to work, if you are an employee-provided paid leave if your employer's paid leave policy covers the reason for which you need FMLA leave.

Eligible to take FMLA leave? You are an eligible employee if all of the following apply:
- You work for a covered employer.
- 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.

Active flight crew employees have different "hours of service" requirements.

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.

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 primarily 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 leave, and
- 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.

Where can I find more information?
Call 1-866-487-9243 or visit dol.gov/fmla to learn more. If 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
WHD-148 REV 04/23

WORKERS' COMPENSATION

Workers' compensation
If you are injured

Report any injury to your supervisor as soon as possible, no matter how minor it may appear. You may lose the right to workers' compensation benefits if you do not make a timely report of the injury to your employer. The time limit may be as short as 14 days.

Provide your employer with as much information as possible about your injury.

Get any necessary medical treatment as soon as possible. If you are not covered by a certified managed care organization (CMCO), you may treat with a doctor of your choice. Your employer must notify you in writing if you are covered by a CMCO.

Medical care for your work injury, as long as it is reasonable and necessary.
Wage-loss benefits for part of your lost income.
Compensation for permanent damage to or loss of function of a body part.

Cooperate with all requests for information concerning your claim.
The law allows the workers' compensation insurer to obtain medical information related to your work injury without your authorization, but they must send you written notification when they request the information.
The insurer cannot obtain other medical records unless you sign a written authorization.
Get written confirmation from your doctor about any authorization to be off work. The note should be as specific as possible.

Workers' compensation pays for
Vocational rehabilitation services if you cannot return to your pre-injury job or to your pre-injury employer due to your work injury.
Benefits to your spouse and/or dependents if you die as a result of a work injury.

What the insurer must do
The insurer must investigate your claim promptly. If you have been disabled for more than three calendar-days, the insurer must begin payment of benefits and send you a denial of liability within 14 days after your employer knew you were off work or had lost wages because of your claimed injury.
If the insurer accepts your claim for wage-loss benefits and you have been disabled for more than three calendar-days: The insurer will notify you and must start paying wage-loss benefits within the 14 days noted above. The insurer must pay benefits on time. Wage-loss benefits are paid at the same intervals as your work paychecks.

Fraud

Collecting workers' compensation benefits you are not entitled to is theft. Call 1-888-372-8366 to report workers' compensation fraud.

Insurer name and contact information

m DEPARTMENT OF LABOR AND INDUSTRY
651-284-5032 • 1-800-342-5354 • dli.wcomp@state.mn.us • www.dli.mn.gov
Posting required by law in a location where employees can easily see this notice.

VETERANS BENEFITS AND SERVICES

VETERANS BENEFITS AND SERVICES
The Minnesota Department of Veterans Affairs (MDVA) serves Minnesota Veterans and their families. Veterans and their families may be eligible for many benefits earned through their military service. Contact MDVA or your County Veterans Service Officer to learn more about these resources, programs and services:

- Adult Day Program
- Counseling for substance use disorder and mental health treatment
- Dental and vision assistance
- Educational, workforce and training resources
- Eligibility for unemployment insurance benefits under state and federal law
- Emergency assistance
- Ending Veterans homelessness and housing assistance
- Filing health and disability claims (VA and Social Security)
- Legal services
- Minnesota GI Bill for license or certification, apprenticeships or higher education
- Minnesota Veteran driver's licenses and identification cards
- Preventing Veteran suicide
- State Veterans Cemeteries
- State Veterans Domiciliary Program
- State Veterans Homes (skilled nursing facilities)
- Tax benefits
- VA healthcare enrollment
- Woman family assistance
- Veteran family support

FOR MORE INFORMATION
Visit MinnesotaVeterans.org
Call 1-888-LinkVet
Connect with your County Veterans Service Officer at MACVCSO.org

Veterans Crisis Line
Dial 988 or PRESS 988

OSHA - THE OCCUPATIONAL SAFETY AND HEALTH ACT

Safety and health protection on the job

Employees
The Minnesota Occupational Safety and Health Act (the Act) requires that your employer provide you with a workplace free of known hazards that can cause death, injury or illness. You also have the following workplace rights and responsibilities.

- You must follow all Minnesota OSHA (MNOSHA) standards and your employer's safety rules.
- Your employer must provide you with information about any hazardous chemicals, harmful physical agents and infectious agents you are exposed to at work.
- You have the right to discuss your workplace safety and health concerns with your employer or with MNOSHA.
- You have the right to refuse to perform a job duty if you believe the task or equipment will place you at immediate risk of death or serious physical injury. However, you must do any other task your employer assigns you to do. You cannot simply leave the workplace.
- You have the right to be notified and comment if your employer requests any variance from MNOSHA standard requirements.
- You have the right to speak to a MNOSHA investigator inspecting your workplace.
- You must file a complaint with MNOSHA about safety and health hazards and request that an inspection be conducted. MNOSHA will not reveal your name to the employer.
- You have the right to see all citations, penalties and abatement dates issued to your employer by MNOSHA.
- Your employer cannot discriminate against you for exercising any of your rights under the Act. However, your employer can discipline you for not following its safety and health rules. If you feel your employer has discriminated against you for exercising your rights under the Act, you have 30 days to file a complaint with MNOSHA.
- Your employer must provide you with any exposure and medical records it has about you upon request.
- You have the right to participate in the development of standards by MNOSHA.

Employers

You must provide your employees with a safe and healthful work environment free from any known hazards that can cause death, injury or illness and comply with all applicable MNOSHA standards. You also have the following rights and responsibilities.

- You must post a copy of this poster and other MNOSHA documents where other notices to employees are posted.
- You must report to MNOSHA within eight hours all accidents resulting in the death of an employee.
- You must report to MNOSHA within 24 hours all accidents resulting in any amputation, eye loss or inpatient hospitalization of any employee.
- Free assistance to identify correct hazards is available to employers, without citation or penalty, through MNOSHA Workplace Safety Consultation at 651-284-5060, 1-800-657-3776 or osha.consultation@state.mn.us.
- Contact MNOSHA for a copy of the Act, for specific safety and health standards or to file a complaint about workplace hazards.
- Employers, employees and members of the general public who wish to file a complaint regarding the MNOSHA program may write to the federal OSHA Region 5 office at: U.S. Department of Labor, Occupational Safety and Health Administration, Chicago Regional Office, 230 S. Dearborn Street, Room 3244, Chicago, IL 60604.
- (651) 284-5050 • 1-877-470-6742 • osha.compliance@state.mn.us • [www.dli.mn.gov</](http://www.dli.mn.gov)