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 at work or in applying for a job, the EEOC may be able to help.

• Failure to provide reasonable accommodation for a

disability; pregnancy, childbirth, or related medical

condition; or a sincerely-held religious belief,

• Retaliation for filing a charge, reasonably opposing Who is Protected? • Employees (current and former), including managers discrimination, or participating in a discrimination lawsuit, investigation, or proceeding and temporary employees Interference, coercion, or threats related to exercising Union members and applicants for membership in a union rights regarding disability discrimination or pregnancy What Organizations are Covered? What Employment Practices can be Challenged as Most private employers • State and local governments (as employers) criminatory? All aspects of employment, including: Educational institutions (as employers) Discharge, firing, or lay-off Harassment (including unwelcome verbal or Staffing agencies physical conduct) iring or promotion

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 • Pay (unequal wages or compensation) bases of: Color

 Religion observance or practice National origin • Sex (including pregnancy, childbirth, and related medical conditions, sexual orientation, or gender identity) • Age (40 and older) · Genetic information (including employer requests for,

 Classification Referral · Obtaining or disclosing genetic information of employees or purchase, use, or disclosure of genetic tests, genetic Requesting or disclosing medical information services, or family medical history)

EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) Protected Veteran Status The Vietnam Era Veterans' Readjustment Assistance Act of enforces the nondiscrimination and affirmative action commitments of companies 1974, as amended, 38 U.S.C. 4212, prohibits employment discrimination against, and Asking About, Disclosing, or Discussing Pay Executive Order 11246, as amended, protects applicants and employees of Federal contractors from discrimination based on The Office of Federal Contract Compliance Pro inquiring about, disclosing, or discussing their compensation or the compensation of other applicants or employees. **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 otherwise qualified individual with a disability who is an applicant or employee, barring a question online to OFCCP's Help Desk at https://ofccphelpdesk.dol.gov/s/, or by undue hardship to the employer. Section 503 also requires that Federal contractors take calling an OFCCP regional or district office, listed in most telephone directories disabilities at all levels of employment, including the executive level.

The Office of Federal Contract Compliance Programs (OFCCP) 200 Constitution Avenue, N.W. Washington, D.C. 20210 1-800-397-6251 (toll-free)

Conduct that might reasonably discourage someone

Conduct that coerces, intimidates, threatens, or interferes

from opposing discrimination, filing a charge, or

participating in an investigation or proceeding

with someone exercising their rights, or someone

assisting or encouraging someone else to exercise

rights, regarding disability discrimination (including

accommodation) or pregnancy accommodation
What can You Do if You Believe Discrimination has

Occurred? Contact the EEOC promptly if you suspect

limits for filing a charge of discrimination (180 or 300

Submit an inquiry through the EEOC's public portal:

https://publicportal.eeoc.gov/Portal/Login.aspx

the EEOC in any of the following ways:

Call 1–800–669–4000 (toll free)

1-800-669-6820 (TTY)

www.eeoc.gov/field-office)

E-Mail info@eeoc.gov

Visit an EEOC field office (information at

Additional information about the EEOC,

including information about filing a charge

of discrimination, is available at www.eeoc.gov

discrimination. Do not delay, because there are strict time

days, depending on where you live/work). You can reach

1–800–669–6820 (TTY)
1–844–234–5122 (ASL video phone)
an EEOC field office (information at www.eeoc.gov/field-office)
ail info@eeoc.gov
itional information about the EEOC,

iffirmative action to employ and advance in employment qualified individuals with 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 Individuals with Disabilities Section 504 of the Rehabilitation Act of 1973, as Rights Act of 1964, as amended, Title VI of the Civil Rights Act of 1964, as amended, prohibits employment discrimination on the basis of disability in any prohibits discrimination on the basis of race, color or national origin in programs or program or activity which receives Federal financial assistance. Discrimination is activities receiving Federal financial assistance. Employment discrimination is covered by prohibited in all aspects of employment against persons with disabilities who, with or Title VI if the primary objective of the financial assistance is provision of employment, without reasonable accommodation, can perform the essential functions of the job. If or where employment discrimination causes or may cause discrimination in providing services under such programs. Title IX of the Education Amendments of 1972 prohibits receives Federal financial assistance, you should immediately contact the Federal employment discrimination on the basis of sex in educational programs or activities agency providing such assistance.

ANTI-DISCRIMINATION NOTICE

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

MASSACHUSETTS MINIMUM WAGE

Massachusetts Wage & Hour Laws

The minimum wage is

which receive Federal financial assistance

\$15.00

Fair Labor Hotline (617) 727-3465 TTY (617) 727-4765

State law requires all employers to post this notice at the workplace in a location where it can easily be read. M.G.L. Chapter 151, Section 16; 454 C.M.R. 27.07(1)

\$15/hour. In Massachusetts, all workers are presumed to be employees. The minimum wage applies to **all** employees, except: • agricultural workers (\$8.00 per hour is the minimum wage for most

· members of a religious order, · workers being trained in certain educational, nonprofit, or religious organizations, and · outside salespeople.

M.G.L. Chapter 149, Section 152A; M.G.L. Chapter 151, Section 7 Beginning January 1, 2023, the service rate in Massachusetts is \$6.75/hour. he hourly "service rate" applies to workers who provide services to customers and who make more than \$20 a month in tips. The average hourly tips, plus the hourly service rate paid to the worker must add up to the minimum wage per each shift. Employers, owners and employees with managerial or supervisory

responsibilities on a given day must never take any of your tips. Tips and service charges listed on a bill must be given only to wait staff, service partenders, or other service employees. Tip pooling is allowed only for wait staff, service bartenders, and other service employees

M.G.L. Chapter 151, Sections 1A and 1E Generally, employees who work more than 40 hours in any week must be paid overtime. Overtime pay is at least 1.5 x the regular rate of pay for each hour worked over 40 hours in a week. For some employees who get paid the "service rate," the overtime rate is 1.5 x the basic minimum wage, *not* the service rate. Exception: Under state law, some jobs and workplaces are exempt from overtime.

For a complete list of overtime exemptions, visit www.mass.gov/ago/fairlabor or call the Attorney General's Fair Labor Division at (617) 727-3465.

M.G.L. Chapter 149, Section 148; 454 C.M.R. 27.02 The law says when, what, and how employees must be paid. An employee's pay (or wages) includes payment for all hours worked, including tips, earned vacation pay, promised holiday pay, and earned commissions that are definitely determined, due and payable

Hourly employees must be paid every week or every other week (bi-weekly). The deadline to pay is 6 or 7 days after the pay period ends, depending on how many days an employee worked during one calendar week. Employees who quit must be paid in full on the next regular payday or by the first Saturday after they quit (if there is no regular payday). Employees who are fired or laid off must be paid in full on their last day of work.

Paystub Information M.G.L. Chapter 149, Section 148 All employees must get a statement, at no cost, with their pay that says the name of the employer and employee, the date of payment (month, day, and year), the number of hours worked during the pay period, the hourly rate, and all deductions or increases made during the pay period.

M.G.L. Chapter 149, Section 148; 454 C.M.R. 27.05 deduction to be made for the employee's own benefit (such as to put money

aside in the employee's savings account). An employer cannot take money from an employee's pay for the employer's ordinary business costs (for example: supplies, materials or tools needed for **Domestic Violence Leave** the employee's job). An employer who requires an employee to buy or rent a uniform must refund the actual costs to the employee. The law also puts limits on when and how much money an employer

can take from an employee's pay for housing and meals the employer gives to the employee

Hours worked or "working time" includes all time that an employee must be on normal shift to complete the work.

duty at the employer's worksite or other location, and works before or after the

Most employees who work more than 6 hours must get a 30-minute meal break. During their meal break, employees must be free of all duties and free to leave the workplace. If, at the request of the employer, an employee agrees to work or stay at the workplace during the meal break, the employee must get paid for that time.

Payroll records must include the employee's name, address, job/occupation, amount paid each pay period, and hours worked (each day and week). Employers must keep payroll records for 3 years. Employees have the right to see their own payroll records at reasonable times and places.

have access to their sick leave 90 days after starting work.

may work. They also say what kinds of work or tasks minors must NOT do.

Employees Under 18 – Child Labor

Must Not

doing business with the Federal Government. If you are applying for a job with, or are requires affirmative action to recruit, employ, and advance in employment, disabled an employee of, a company with a Federal contract or subcontract, you are protected veterans, recently separated veterans (i.e., within three years of discharge or release under Federal law from discrimination on the following bases: Race, Color, Religion, From active duty, active duty wartime or campaign badge veterans, or Armed Forces sex, Sexual Orientation, Gender Identity, National Origin Executive Order 11246, as service medal veterans. Retaliation Retaliation is prohibited against a person who files a amended, prohibits employment discrimination by Federal contractors based on race, complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes color, religion, sex, sexual orientation, gender identity, or national origin, and requires discrimination by Federal contractors under these Federal laws. Any person who believes affirmative action to ensure equality of opportunity in all aspects of employment. a contractor has violated its nondiscrimination or affirmative action obligations under aspects of employment by Federal contractors. Disability discrimination includes not If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access naking reasonable accommodation to the known physical or mental limitations of an telecommunications relay services. OFCCP may also be contacted by submitting

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

Massachusetts Attorney General

M.G.L. Chapter 151, Sections 1, 2, 2A, and 7 Eligible employees may use their sick leave if they or their child, spouse, Beginning January 1, 2023, the minimum wage in Massachusetts is parent, or spouse's parent is sick, injured, or has a routine medical appointment. They may also use sick leave for themselves or their child to address the effects of domestic violence. Unless it is an emergency, employees must notify the employer before using sick leave. agricultural workers), Employees who miss more than 3 days in a row may need to provide their

employer a doctor's note.

Employers with 11 or more employees *must* provide paid sick leave. Employers with fewer than 11 employees must provide sick leave; however, it does not need to be paid.

Employers Must Not Discriminate M.G.L. Chapter 149, Section 105A; M.G.L. Chapter 151B, Section 4 Subject to certain limited exceptions, employers must not pay one employee less for doing the same or comparable work as another employee of a different gender They must not discriminate in hiring, pay or other compensation, or other terms of employment based on a person's:

 Sexual orientation or gender Religion, national origin, or ancestry identity or expression Sex (including pregnancy) Genetic information or disability Military service

M.G.L. Chapter 149, Section 52D **Small Necessities Leave** In some cases, employees have the right to take up to 24 hours unpaid leave every 12 months for their: · child's school activities, child's doctor or dentist appointment, or

• elderly relative's doctor or dentist appointments, or other appointments. Employees are eligible for this leave if the employer has at least 50 employees • been employed for at least 12 months by the employer and worked at least 1,250 hours for the employer during the previous 12-month period.

Most employees must be paid for 3 hours at no less than minimum wage if the employee is scheduled to work 3 or more hours, and reports to work on time, and is not given the expected hours of work. **Rights of Temporary Workers** M.G.L. Chapter 149, Section 159C

To learn about rights of temporary workers and employees hired through staffing agencies, call: 617-626-6970 or go to: www.mass.gov/dols. Rights of Domestic Workers To learn about additional rights for workers who provide housekeeping,

cleaning, childcare, cooking, home management, elder care, or similar services in a household, go to www.mass.gov/ago/DW. An employer cannot deduct money from an employee's pay unless the law Public Works and Public Construction Workers M.G.L. Chapter 149, Section 26-27H allows it (such as state and federal income taxes), or the employee asked for a Workers who work on public construction projects and certain other public work must be paid the prevailing wage, a minimum rate set by the Department

of Labor Standards based on the type of work performed. Employees who are victims, or whose family members are victims, of domestic violence, sexual assault, stalking or kidnapping have the right to 15 days of leave for related needs, such as health care, counseling, and victims services; safe housing; care and custody of their children; and legal help, protective orders, and going to court.

The leave can be paid or unpaid depending on the employer's policy. This law applies to employers with 50 or more employees.

M.G.L. Chapter 149, Section 150; M.G.L. Chapter 151, Sections 1B and 20 Employees have the right to sue their employer for most violations of wage Employees may sue as an individual or they may sue their employer as a group

if they have similar complaints. Employees who win their case will receive back pay, triple damages, attorneys' fees, and court costs. **Important!** There are strict deadlines for starting a lawsuit. For most cases, the deadline is 3 years after the violation. M.G.L. Chapter 151, Section 15 **Employers Must Not Retaliate** M.G.L. Chapter 149. Section 148A: M.G.L. Chapter 151. Section 19

It is against the law for an employer to punish or discriminate against an employee for making a complaint or trying to enforce the rights explained in this poster. M.G.L. Chapter 149, Section 148C The laws explained in this poster apply to all workers, regardless of immigration Most employees have the right to earn 1 hour of sick leave for every 30 hours status, including undocumented workers. If an employer reports or threatens

they work, and they may earn and take up to 40 hours of sick leave a year. to report a worker to immigration authorities because the worker complained Employees begin accruing sick time on their first day of work. Employees must about a violation of rights, the employer can be prosecuted and/or subject

M.G.L. Chapter 149, Sections 56 – 105 All employers in Massachusetts must follow state and federal laws for employees who are under 18 (minors). These laws say when, where, and how long minors

Work Permits Required - Most workers under 18 must obtain a work permit. Employers must keep their minor workers' work permits on file at the worksite. To get a work permit, the minor must apply to the superintendent of the school district where the minor lives or goes to school. To learn more about getting a work permit, contact the Department of Labor Standards at (617) 626-6975, or www.mass.gov/dols.

Dangerous Jobs & Tasks Minors Must Not Do Time & Schedule Restrictions for Minors 16 & 17 • Drive most motor vehicles or forklifts • Handle, serve, or sell 16 & 17 At **night**, from 10 p.m. to 6 a.m. (or

 Work at a job that requires that the alcoholic beverages employee have or use a firearm · Work 30 or more feet off of • Use, clean or repair certain kinds of nower-driven machines 14 & 15 • Cook (except on electric or gas Work in freezers or meat coolers grills that do not have open flames). Perform any baking activities operate fryolators, rotisseries, NIFCO Work in or near factories. broilers, or pressure cookers construction sites, manufacturing Operate, clean or repair power-driven plants, mechanized workplaces, food slicers, grinders, choppers, garages, tunnels, or other risky

processors, cutters, and mixers

workplaces Under 14 • Minors under 14 cannot work in Massachusetts in most cases. These are just some examples of tasks prohibited under both state and federal law. For a complete list of prohibited jobs for minors, contact the Attorney General's Fair Labor Division: (617) 727-3465 • www.mass.gov/ago/youthemployment. Or contact the U.S. Department of Labor: (617) 624-6700 • www.youth.dol.gov

• More than **9 hours** per day past 10:15 if the employer stops More than 48 hours per week serving customers at 10 p.m.) More than 6 days per week Exception: On non-school nights, may work until 11:30 p.m. or until midnight

if working at a restaurant or racetrack 14 & 15 At **night**, from 7 p.m. to 7 a.m. *Exception*: In summer (July 1 – Labor Day), may work until 9 p.m **During the School Year:*** When school is not in session: During school hours • More than 8 hours on any day • More than 3 hours on any school day • More than 40 hours per week • More than **18 hours** during any week • More than **6 days** per week

More than 8 hours on any weekend

*Exception: For school-approved career or experience-building jobs, students may be allowed to work during the school day, up to 23 hours a week. Adult Supervision Required After 8 p.m. - After 8 p.m., all minors must be directly supervised by an adult who is located in the workplace and is reasonably accessible. Exception: Adult supervision is not required for minors working at a ciosk or stand in a common area of an enclosed shopping mall that has security

(?) Contact the Attorney General's Fair Labor Division: (617) 727-3465 – www.mass.gov/ago/fairlabor

from 8 p.m. until the mall closes.





Revised February 2023

rights under the Act.

PURSUANT TO M.G.L. C. 151B. § 4(11A) AND C. 149. § 105D EVERY EMPLOYEE AND BOTH EMPLOYEES AND DOMESTIC WORKERS ARE ENTITLED TO RETURN TO THE SAME OR A DOMESTIC WORKER IS ENTITLED AS A MATTER OF LAW TO AT LEAST EIGHT WEEKS. SIMILAR POSITION WITHOUT LOSS OF EMPLOYMENT BENEFITS FOR WHICH THEY WERE FLIGIRLE ON THE DATE THE LEAVE COMMENCED, IF THEY TERMINATE PARENTAL LEAVE WITHIN PARENTAL LEAVE FOR THE PURPOSE OF GIVING BIRTH OR ADOPTION OF A CHILD. EIGHT WEEKS. THE GUARANTEE OF A SAME OR SIMILAR POSITION IS SUBJECT TO CERTAIN EMPLOYEES ARE ELIGIBLE IF THEY COMPLY WITH THE FOLLOWING CONDITIONS:

ACCRUED SICK LEAVE BENEFITS SHALL BE PROVIDED FOR PARENTAL LEAVE PURPOSES UNDER 2. THE EMPLOYEE HAS COMPLETED AN <u>INITIAL PROBATIONARY PERIOD</u> SET BY THE THE SAME TERMS AND CONDITIONS WHICH APPLY TO OTHER TEMPORARY MEDICAL EMPLOYER WHICH DOES NOT EXCEED THREE MONTHS OR, IN THE EVENT THE DISABILITIES. ANY EMPLOYER POLICY OR COLLECTIVE BARGAINING AGREEMENT WHICH EMPLOYER DOES NOT UTILIZE A PROBATIONARY PERIOD FOR THE POSITION IN PROVIDES FOR GREATER OR ADDITIONAL BENEFITS THAN THOSE OUTLINED IN THIS NOTICE QUESTION, HAS BEEN EMPLOYED FULL TIME FOR AT LEAST THREE CONSECUTIVE MONTHS: AND,

IF THE EMPLOYER PROVIDES PARENTAL LEAVE FOR LONGER THAN EIGHT WEEKS, THE . GIVES TWO WEEKS' NOTICE OF THE ANTICIPATED DEPARTURE DATE AND NOTICE EMPLOYER SHALL NOT DENY THE EMPLOYEE OR DOMESTIC WORKER THE RIGHT TO RETURN TO THAT THEY INTEND TO RETURN TO THE JOB, OR PROVIDE NOTICE AS SOON AS IS WORK UNLESS THE EMPLOYER CLEARLY INFORMS THE EMPLOYEE OR DOMESTIC WORKER, IN WRITING, PRIOR TO THE COMMENCEMENT OF LEAVE AND PRIOR TO ANY SUBSEQUENT DOMESTIC WORKERS MUST PROVIDE TWO WEEKS' NOTICE BUT ARE NOT REQUIRED EXTENSION OF LEAVE THAT TAKING LONGER THAN EIGHT WEEKS OF LEAVE SHALL RESULT IN TO BE FULL TIME OR COMPLETE AN INITIAL PROBATIONARY PERIOD. THE DENIAL OF REINSTATEMENT OR THE LOSS OF OTHER RIGHTS AND BENEFITS

FEDERAL MINIMUM WAGE

EMPLOYEE RIGHTS UNDER THE FAIR LABOR STANDARDS ACT

FEDERAL MINIMUM WAGE \$7.25 PER HOUR BEGINNING JULY 24, 2009

readily see it. **OVERTIME PAY** At least 1 ½ times your regular rate of pay for all hours worked over 40 in a workweek. 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. Youths 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 **TIP CREDIT** Employers of "tipped employees" who meet 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 employee'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 their 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 or

The law requires employers to display this poster where employees can overtime pay 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 any minor 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 requirements. Special provisions apply to workers in American Samoa, the Commonwealth of the Northern Mariana Islands, and the Commonwealth of Puerto Rico. Some state laws provide greater employee protections; employers must

 Some employers incorrectly classify workers as "independent contractors" when they 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 correctly classified independent contractors are not. Certain full-time students, student learners, apprentices, and workers with disabilities may be paid less than the minimum wage under special certificates issued by the Department of Labor.



comply with both

UNITED STATES DEPARTMENT OF LABOR 1-866-487-9243

WAGE AND HOUR DIVISION

MASSACHUSETTS & FEDERAL LABOR LAW POSTER

UNEMPLOYMENT INSURANCE

THE COMMONWEALTH OF MASSACHUSETTS EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT DEPARTMENT OF UNEMPLOYMENT ASSISTANCE

Employer Name Employer DUA ID #

Employees of this business or organization are covered by Unemployment Insurance (UI), a program financed entirely by Massachusetts employers. No deductions are made from your salary to cover the cost of your Unemployment Insurance benefits. If you lose your job, you may be entitled to collect Unemployment Insurance. Outlined below is the information you need in order to apply for Unemployment Insurance (UI) benefits. Before you file, your employer will give you a copy of the pamphlet: How to Apply for Unemployment Insurance Benefits, provided by the Massachusetts Department of Unemployment Assistance (DUA).

Apply by Using UI Online

UI Online is a secure, easy-to-use, self-service system. You can apply for benefits, reopen an existing claim, request weekly benefit payments, check your claim status, sign up for direct deposit, update your address, and even file an appeal online. To apply for benefits using UI Online, visit mass.gov/dua, and select UI Online for Claimants, and complete the required information to

Apply by calling the TeleClaim Center

Unemployment Insurance services are available by phone. You can apply for Unemployment Insurance benefits, reopen a current claim, obtain up-to-date information on the status of your claim and benefit payment, resolve problems, and sign up for direct deposit, all by phone. To apply for benefits by phone, call the TeleClaim Center at 1 (877) 626-6800. You will be asked to enter your Social Security Number and the year you were born. You will then be connected to an agent who will take the information necessary to file your claim. 此文件含有重要信息

This document contains important information. Please have it translated ımediately

В данном документе содержится важная информация. Вам необходимо срочно сделать перевод документа. Este documento contiene información mportante. Por favor, consiga una traducción nmediatamente. Tài liệu này có chứa thông tin quan trọng. Vui lòng dịch tài liệu này ngay.

ເອກະສານສະບັບນີ້ ບັນຈຸຂໍ້ມູນອັນສຳຄັນ. ກະລຸນາເອົາເອກະສານສະບັບນີ້ໄປແປອອກ ຢ່າງບໍ່ລໍຊ້າ.

IMPORTANT: Massachusetts General Law, Chapter 151A, Section 62A requires that this notice be displayed at each site operated by an employer, in a conspicuous place, where it is accessible to all employees. It must include the name and mailing address of the employer, and the identification number assigned to the employer by the Department of Unemployment Assistance.

An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. For hearing-impaired relay services, call 711.

NO SMOKING NOTICE



Weekly

Marry or divorce?

Change your name

gains, etc.)?

or ended a job)

hostility • sexua

assault

staring o

or hostili

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at a perso

sexual in

touching

person •

Gain or lose a dependent?

Were there major changes to...

Since you last filed form W-4 with your employer did

· Your nonwage income (interest, dividends, capital

Your family wage income (you or your spouse started)

NO SMOKING

It is illegal to smoke in this establishment. To report a violation, contact the

Massachusetts Smoke-Free Workplace Law By order of: M.G.L. Chapter 270, Section 22

PAYDAY NOTICE

(Company Name) Shall be as follows:

YOU MAY NEED TO CHECK YOUR WITHHOLDING **Employer:** Please post or publish this Bulletin Board

If you can answer "YES"... Poster so that your employees will see it. Please indicate To any of these questions or you owed extra tax when where they can get forms and information on this you filed your last return, you may need to file a new subject. 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

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

SEXUAL HARASSMENT ACT

www.irs.gov/individuals on the IRS web site.

probing personal showing lewd ob innuendos • joke assault • indece **exual Harassment at work** questions • unw dates or sex • rap does not have to be tolerated probing perso indecent exposu unwanted touc leering at a perso contact • showing

Fax: 617-994-6024

Fax: 413-784-1056

MA Commission Against Discrimination (MCAD) at

1 Ashburton Place, Ste. 601, Boston, MA 02108

436 Dwight Street, Rm. 220, Springfield, MA 01103

one of the following locations:

Boston Headquarters

Phone: 617-994-6000

Phone: 413-739-2145

bing personal questions ent exposure • staring or **It's Illegal**. nted touching • physical If you are being sexually harassed, report it immediately to your supervisor or contact: objects or pictures • rape • assault • indecent exposure •

jokes • probing personal questions • unwanted touching • invitations or requests for dates or sex • assault • indecent 6 Sexual Harassment Officer objects or pictures • rape • assault • indecent exposure You can file a Complaint of Discrimination with the

indecent exposure • staring or leering at a person • ridicule ns • unwanted touching • physical contact • showing lewd leering at a person • ridicule or hostility • sexual innuendos contact • showing lewd objects or pictures • rape • assault ity • sexual innuendos • jokes • tures • rape • assault • indecer personal questions • unwante sure • staring or leering at a r touching • • jokes • probing p

showing newer objects or pictures - rape - assault - muccent exposure • staring or leering at a sexual innuendos • jokes • probing personal questions • unwanted touching • physical contact • assault • indecent exposure

Applicants to and employees of private employers with 6 or more employees*, state and local governments, employment agencies and labor organizations are protected under Massachusetts General Laws Chapter 151B from discrimination on the following bases: RACE, COLOR, RELIGION, DISABILITY, NATIONAL ORIGIN, AGE, SEX, PREGNANCY AND PREGNANCY-RELATED CONDITIONS, GENDER IDENTITY, SEXUAL ORIENTATION, GENETIC INFORMATION, ANCESTRY, MILITARY SERVICE M.G.L. c. 151B protects applicants and employees from discrimination compensation, benefits, training, classification and other aspects of

in hiring, promotion, discharge, compensation, benefits, training, employment. Disability discrimination may include failing to reasonably on and other aspects of employment on the basis of race, color religion, disability, national origin (including unlawful language proficiency requirements), age (if you are 40 years old or older), sex, pregnancy or a condition related to pregnancy, gender identity, sexual orientation, genetic information, ancestry, and military service. Religious discrimination includes failing to reasonably accommodate an employee's religious practices where the accommodation does not impose an undue hardship.

HARASSMENT Sexual harassment includes sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when (a) submission to or rejection of such advances, requests or conduct is made explicitly or implicitly a term or condition of employment or as a basis for employment decisions; (b) such advances, requests or conduct have the purpose or effect of unreasonably interfering with a person's work performance by creating an intimidating, hostile, humiliating or sexually offensive work environment. *The law also prohibits harassment based on* the protected classes set forth above.

PREGNANCY The Pregnant Workers Fairness Act prohibits employment discrimination on the basis of pregnancy and pregnancy-related conditions, such as lactation or the need to express breast milk for a nursing child, and describes employers' obligations to employees that are pregnant or lactating and the protections these employees are entitled to receive. **PARENTAL LEAVE** The law requires employers to grant an employee who

has completed an initial probationary period and has given two (2)weeks' notice of the anticipated date of departure and the employee's intention to return, at least eight (8) weeks of paid or unpaid leave for the purpose of childbirth, adoption of a child under 18, or adoption of a child under 23 years old if the child has a mental or physical disability. **DISABILITY** M.G.L. c. 151B prohibits discrimination the basis of disability, a record of disability or perceived disability, in hiring, promotion, discharge,

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 other

firms (armored car, alarm, and guard), and of pharmaceutical

manufacturers, distributors and dispensers. The Act also permits

private firms who are reasonably suspected of involvement in a

· Immediately notify your employer that you have been injured.

• Tell the medical provider that you have been injured at work and give the information below

MUST BE UPDATED, PÖSTED AND REDISTRIBUTED WHEN THERE ARE CHANGES TO THE INFORMATION.

Employer HR/Workers' Compensation Contact:

Phone Number

Insurance Carrier

Medical Facility:

Phone Number

151B, or attempt to do so.

employee.* While some exclusions apply,domestic workers generally include individuals paid to perform work of a domestic nature within a household on a regular basis, such as housekeeping, housecleaning, nanny services, and/or caretaking. Employers are prohibited from engaging in sexual harassment and harassment and/or discrimination based on the protected classes described above, i.e. race, color, etc. Domestic workers are also entitled to parental leave. **CRIMINAL HISTORY INQUIRIES** The law prohibits employers from asking applicants on an initial employment application for any criminal background information unless an exemption by statute or regulation exists. MENTAL HEALTH FACILITY ADMISSION INQUIRIES Employers may not

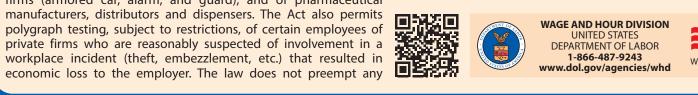
refuse to hire or terminate an employee for failing to furnish information regarding his/her admission to a facility for the care and treatment of mentally ill persons. An employment application may not seek information about an applicant's admission to such a facility.

IF YOU HAVE BEEN DISCRIMINATED AGAINST If you feel you have been harassed or discriminated against, you should immediately file a charge of discrimination with the Massachusetts Commission Against **Discrimination**, www.mcad.gov, at one of the offices below. **An agreement** with your employer to arbitrate your discrimination claim(s) does not bar you from filing a charge of discrimination.

Boston Office: 1 Ashburton Pl., Suite 601, Boston, MA 02108 – P: 617-994-6000 F: 617-994-6024 Springfield Office: 436 Dwight St., Room 220, Springfield, MA 01103 – P: 413-739-2145 F: 413-784-1056 For more information, please see our website: www.mass.gov/mcad/

EMPLOYEE RIGHTS | EMPLOYEE POLYGRAPH PROTECTION ACT The Employee Polygraph Protection Act prohibits most private provision of any State or local law or any collective bargaining employers from using lie detector tests either for pre- agreement which is more restrictive with respect to lie detector employment screening or during the course of employment. **EXAMINEE RIGHTS** Where polygraph tests are permitted, they are **PROHIBITIONS** Employers are generally prohibited from requiring or

refuse or discontinue a test, and the right not to have test results disclosed to unauthorized persons. **EXEMPTIONS** Federal, State and local governments are not affected **ENFORCEMENT** The Secretary of Labor may bring court actions to by the law. Also, the law does not apply to tests given by the Federal restrain violations and assess civil penalties against violators. Government to certain private individuals engaged in national Employees or job applicants may also bring their own court actions. security-related activities. The Act permits polygraph (a kind of lie detector) tests to be administered in the private sector, subject to THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS POSTER

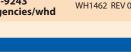




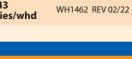
















workplace, and the workplace injury and illness log.

FMLA - FAMILY AND MEDICAL LEAVE ACT

Your Employee Rights Under the Family and Medical Leave Act /hat is FMLA leave? The Family and Medical Leave Act (FMLA) is a federal law that You **do <u>not</u> have to share a medical diagnosis** but must provide enough information to your employer so they can determine whether the leave qualifies for FMLA protection. provides eligible employees with job-protected leave for qualifying family and medical sons. The U.S. Department of Labor's Wage and Hour Division (WHD) enforces the

You must also inform your employer if FMLA leave was previously taken or approved for the same reason when requesting additional leave. ligible employees can take **up to 12 workweeks** of FMLA leave in a 12-month period for: Your **employer** may request certification from a health care provider to verify medical The birth, adoption or foster placement of a child with you,
Your serious mental or physical health condition that makes you unable to work, leave and may request certification of a qualifying exigency. The FMLA does not affect any federal or state law prohibiting discrimination or To care for your spouse, child or parent with a serious mental or physical health supersede any state or local law or collective bargaining agreement that provides ater family or medical leave rights. Certain qualifying reasons related to the foreign deployment of your spouse, child or 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 eligible employee who is the spouse, child, parent or next of kin of a covered sional employees are also covered by the law but are subject to the jurisdiction servicemember with a serious injury or illness **may take up to 26 workweeks** of FMLA eave in a single 12-month period to care for the servicemember. 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 You have the right to use FMLA leave in one block of time. When it is medically employer must: 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. as if you had not taken leave, and FMLA leave is **not paid leave**, but you may choose, or be required by your employer, to

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 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. Your employer cannot interfere with your FMLA rights or threaten or punish you for Am I eligible to take FMLA leave? You are an eligible employee if <u>all</u> of the following exercising your rights under the law. For example, your employer cannot retaliate against you for requesting FMLA leave or cooperating with a WHD investigation. After becoming aware that your need for leave is for a reason that may qualify under the FMLA, your **employer must confirm whether you are eligible** or not eligible for FMLA You have at least 1,250 hours of service for your employer during the 12 months before leave. If your employer determines that you are eligible, your employer must notify you in writing: About your FMLA rights and responsibilities, and

 How much of your requested leave, if any, will be FMLA-protected leave. here 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

SCAN ME

WAGE AND HOUR DIVISION

complaint process. f advance notice is not possible, give notice as soon as possible UNITED STATES DEPARTMENT OF LABOR WH1420 REV 04/23 MASSACHUSETTS PAID FAMILY AND MEDICAL LEAVE

about our WHD

Notice of Benefits Available Under M.G.L. Chapter 175M Paid Family and Medical Leave (PFML)

Available Leave

Medical Leave

HOW IS IT EARNED?

up to 40 hours.

regular wages

WHEN CAN IT BE USED?

notice of a proper use.

employee being disciplined.

conclusion of service; and

under other than honorable conditions.

WHO QUALIFIES? All employees in Massachusetts can earn sick time.

This includes full-time, part-time, temporary, and seasonal employees.

Employees earn 1 hour of sick time for every 30 hours they work

• If an employer has 11 or more employees, sick time must be paid.

• For employers with 10 or fewer employees, sick time may be unpaid.

The smallest amount of sick time an employee can take is one hour.

Paid sick time must be paid on the same schedule and at the same rate as

An employee can use sick time when the employee or the employee's child,

spouse, parent, or parent of a spouse is sick, has a medical appointment, or

Sick time cannot be used as an excuse to be late for work without advance

Use of sick time for other purposes is not allowed and may result in an

Yes. Employers may have their own sick leave or paid time off policy, so long as

employees can use at least the same amount of time, for the same reasons, and

using earned sick time 90 days after starting work.

to address the effects of domestic violence.

AN AN EMPLOYER HAVE A DIFFERENT POLICY?

請立即找人翻譯。

تحتوي هذه الوثيقة على معلومات هامة.

يرجى ترجمتها فورًا.

mass.gov/dua

Personnel Management.

FMLA for most employees.

parent who is a military servicemember

Read Fact Sheet #28M(c) for more information

You have worked for your employer at least 12 months,

20 workweeks in the current or previous calendar year,

Follow your employer's normal policies for requesting leave,

Give notice at least 30 days before your need for FMLA leave, or

reason for which you need FMLA leave.

You work for a covered employer,

your leave, and

use any employer-provided paid leave if your employer's paid leave policy covers the

our employer has at least 50 employees within 75 miles of your work location.

ou work for a private employer that had at least 50 employees during at least

ou work for a public agency, such as a local, state or federal government agency. Most

federal employees are covered by Title II of the FMLA, administered by the Office of

Airline flight crew employees have different "hours of service" requirements. ou work for a covered employer if one of the following applies:

ow do I request FMLA leave? Generally, to request FMLA leave you must:

You work for an elementary or public or private secondary school, or

Covered individuals may be entitled to family and medical leave for the following reasons:

up to 20 weeks of paid medical leave in a benefit year if they have a serious health condition that incapacitates them from work. up to 12 weeks of paid family leave in a benefit year related to the birth, adoption, or foster care placement of a child, to care for a family member with a serious health condition, or because of a qualifying exigency arising out of the fact that a family member is on active duty or has been notified of an impending call to active duty in the Armed Forces. up to 26 weeks of paid family leave in a benefit year to care for a family member who is a covered service member with a serious health condition.

Covered individuals are eligible for no more than 26 total weeks, in the aggregate, of paid family and medical leave in a single benefit year. To fund PFML benefits, employers may deduct payroll contributions of up to 0.46% (adjusted annually) from a covered individual's wages or other earnings. A covered individual's average weekly earnings will determine his or her benefit amount, for a maximum weekly benefit of up to \$1,170.64 (adjusted annually).

Who is a Covered Individual Under the Law? Generally, a worker qualifies as a covered individual eligible for PFML benefits if they are:

covered by unemployment insurance in Massachusetts and paid wages by a Massachusetts employer; or a self-employed individual who resides and works in Massachusetts and chooses to opt-in to the program; and has earned at least 30 times the expected benefit and at least \$6,300 (adjusted annually) in the last four completed quarters preceding the application for benefits

Generally, an employee who has taken paid family or medical leave must be restored to the employee's previous position or to an equal position, with the same status, pay, employment benefits, length-of-service credit, and seniority as of the date of leave. These job protections do not apply to former employees, independent

Health Insurance Employers must provide for, contribute to, or otherwise maintain the employee's employment-related health insurance benefits, if any, at the level and under the conditions coverage would have been provided if the employee had continued working continuously for the duration of such leave.

City, State & Zip Code:

An employee or former employee who is discriminated or retaliated against for exercising rights under the law may, not more than three years after the

violation occurs, institute a civil action in the superior court, and may be entitled to damages of as much as three times his or her lost wages. If you have questions or concerns about your PFML rights, call: (833) 344-7365 or visit: https://www.mass.gov/DFML

EARNED SICK TIME Notice of Employee Rights Beginning July 1, 2015, Massachusetts employees have the right to earn and take sick leave from work.

• Examples of retaliation include: denying use or delaying payment of earned Employees can earn and use up to 40 hours per year if they work enough sick time, firing an employee, taking away work hours, or giving the employee undesirable assignments. Employees with unused earned sick time at the end of the year can rollover **NOTICE & VERIFICATION** • Employees must **notify** their employer before they use sick time, except in Employees begin earning sick time on their first day of work and may begin a emergency. • Employers may require employees to use a reasonable notification system

> **DO YOU HAVE QUESTIONS? Call** the Fair Labor Division at 617-727-3465 **Visit** www.mass.gov/ago/earnedsicktime

The Attorney General enforces the Earned Sick Time Law and regulations. It is unlawful to violate any provision of the Earned Sick Time Law. Violations of any provision of the Earned Sick time law, M.G.L. c. 149, § 148C, or these regulations, 940 CMR 33.00 shall be subject

Office of the Attorney General (b) of M.G.L. c. 149, §27C(b) and to § 150. English - July 2016 This notice is intended to inform.

USERRA - UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT YOUR RIGHTS UNDER USERRA

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. **HEALTH INSURANCE PROTECTION** You have the right to be reemployed in your civilian job if you leave that job to perform service in the uniformed service and: you ensure that your employer receives advance written or verbal notice of 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

THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

f you are eligible to be reemployed, you must be restored to the job and pénefits you would have attained if you had not been absent due to military service or, in some cases, a comparable job. f you: • are a past or present member of the uniformed service; • have applied or 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. n addition, an employer may not retaliate against anyone assisting in the

enforcement of USERRA rights, including testifying or making a statement

n connection with a proceeding under USERRA, even if that person has no

equirement by displaying the text of this notice where they customarily place notices for employees

• If you leave your job to perform military service, you have the right to elect to dependents for up to 24 months while in the military. injuries.

 For assistance in filing a complaint, or for any other information on USERRA, contact VETS at 1-866-4-USA-DOL or visit its website at https://www.dol. gov/agencies/vets/. An interactive online USERRA Advisor can be viewed at https://webapps.dol.gov/elaws/vets/userra If you file a complaint with VETS and VETS is unable to resolve it, you may request that your case be referred to the Department of Justice or the Office of Special Counsel, as applicable, for representation. • You may also bypass the VETS process and bring a civil action against an employer for violations of USERRA

Publication Date — May 2022

https://www.dol.gov/agencies/vets/programs/userra/poster. Federal law requires employers to notify employees of their rights under USERRA, and employers may meet this



Job Safety and Health IT'S THE LAW!

All workers have the right to:

A safe workplace.

 Raise a safety or health concern with your employer or OSHA, or report a workrelated injury or illness, without being retaliated against.

Receive information and training on job hazards, including all hazardous substances in your workplace.

 Request a confidential OSHA inspection of your workplace if you believe there are unsafe or unhealthy conditions. You have the right to have a representative contact OSHA on your behalf.

Participate (or have your representative)

participate) in an OSHA inspection and

speak in private to the inspector. File a complaint with OSHA within 30 days (by phone, online or by mail) if you

employer. Request copies of your medical records, tests that measure hazards in the

This poster is available free from OSHA.

Contact OSHA. We can help.

Employers must:

standards.

 Provide employees a workplace free from recognized hazards. It is illegal to retaliate against an employee for using any of their rights under the law, including raising a health and safety concern with you or with OSHA, or reporting a work-related injury or

 Notify OSHA within 8 hours of a workplace fatality or within 24 hours of any work-related inpatient hospitalization,

amputation, or loss of an eye.

Comply with all applicable OSHA

understand. Prominently display this poster in the

Provide required training to all workers

in a language and vocabulary they can

Post OSHA citations at or near the place of the alleged violations. On-Site Consultation services are available

without citation or penalty, through OSHA-

to small and medium-sized employers,

supported consultation programs in every state.



MA-1224-F04

Information on Employees' **Unemployment Insurance Coverage**

You must be in the United States, its territories, or Canada when filing a claim or certifying for weekly UI benefits.

There are two ways to apply for UI Benefits:

Questo documento contiene informazioni importanti. La preghiamo di tradurlo inmediatamente. Este documento contém informações importantes. Por favor, traduzi-lo imediatamente Docikman sa gen enfòmasyon enpòtan Tanpri fè yon moun tradwi l touswit. 본 문서에는 중요한 정보가 포함되어

ឯកសារនេះមាននូវព័ត៌មានដ៏សំខាន់ ។ សូមបកប្រែវាជាបន្ទាន់ ។ Ce document contient des informations importantes. Veuillez le faire traduire 있습니다. 본 문서를 즉시 번역하도록

Form 2553-A Rev. 1/8/24

Bi-Weekly

Massachusetts Department of Public Health at 1-800-992-1895

Regular Paydays for Employees of

WITHHOLDING STATUS

details, get Publication 919, How Do I Adjust My Tax Withholding?, or use the Withholding Calculator at

tts for dates or sex • staring or leering at a person • ridicule or hostility • sexual innuendos • joke persistent invitations or requests for dates or sex • unwanted touching • physical contact objects or pictures • rape jokes • probing personal sexual innuendos • jokes ctures • rape • assault

> owing lewd innuendos • • persisten tility • sexual ctures • rape ile or hostility • sexual innuendos • jokes • probing persona

• jokes • probing personal questions • unwanted touching

rape • assault • indecent expe personal questions • unwant

DISCRIMINATION FAIR EMPLOYMENT IN MASSACHUSETTS

> **RETALIATION** It is illegal to retaliate against any person because s/he has opposed any discriminatory practices or because s/he has filed a complaint, testified, or assisted in any proceeding before the Commission. It is also illegal to aid, abet, incite, compel or coerce any act forbidden under M.G.L. c. **DOMESTIC WORKERS** M.G.L. c. 151B prohibits discrimination and harassment against certain domestic workers where the employer has one (1) or more

EMPLOYEE POLYGRAPH PROTECTION ACT

restrictions, to certain prospective employees of security service WHERE EMPLOYEES AND JOB APPLICANTS CAN READILY SEE IT.

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





• If the employer fails to report the injury to the insurer, the employee may file an Employee's Claim (Form 110). • Additional information regarding your rights and eligibility for benefits pursuant the Workers'Compensation law may be obtained by contacting the Department of Industrial Accidents at 617.727.4900 or visiting www.mass.gov/dia. **IF MEDICAL TREATMENT IS NEEDED:**

Address EMPLOYER: THIS NOTICE MUST BE FILLED OUT AND POSTED WHERE EMPLOYEES CAN READ IT PURSUANT M.G.L. C. 152, SECTIONS 21, 22, 30, AND 75B (2). EMPLOYERS MAY NOT RETALIATE. DISCRIMINATE (IN ACCORDANCE WITH ANY APPLICABLE STATE OR FEDERAL LAWS WHICH INCLUDES

IMMIGRATION STATUS), OR PROVIDE FALSE INFORMATION ABOUT THE WORKERS' COMPENSATION PROCESS TO THEIR EMPLOYEES. THIS NOTICE

WORKERS' COMPENSATION

NOTICE TO EMPLOYEES

Address

Injured workers may select their own medical provider. Medical treatment costs that are reasonable, necessary, and related to the work injury will be paid by the If medical facility information is provided below, the above-named insurer has a preferred provider arrangement and the insurer has arranged for your initial

Revised June 2024

ontractors, or self-employed individuals.	
Private Plans If an employer offers employees paid family leave, medical leave, or both, with benefit employer may apply for an exemption from paying the contributions. Employees contine even when an employer opts to provide paid leave benefits through a private plan.	
Name of Private Insurer:	Private plan is for: Medical Family

No Retaliation or Discrimination • It is unlawful for an employer to discriminate or retaliate against an employee for exercising any right to which s/he is entitled under the law.

> 2025 Poster Revised 10/2024 This notice must be posted in a conspicuous place on the employer's premises.

> > • Employees using earned sick time cannot be fired or otherwise retaliated against for exercising or attempting to exercise rights under the law.

> > the employer creates If an employee is out of work for 3 consecutive days OR uses sick time within 2 weeks of leaving his or her job, an employer may require documentation from a medical provider

to paragraphs (1), (2), (4), (6) and (7) of subsection

with the same job-protections as under the Earned Sick Time Law. $Full \, text \, of \, the \, law \, and \, regulations \, are \, available \, at \, www. mass. gov/ago/earned sick time \, and \, regulations \, are \, available \, at \, www. mass. gov/ago/earned sick time \, available \, at \, www. mass. gov/ago/earned sick time \, available \, at \, www. mass. gov/ago/earned sick time \, available \, at \, www. mass. gov/ago/earned sick time \, available \, at \, www. mass. gov/ago/earned sick time \, available \, at \, www. mass. gov/ago/earned sick time \, available \, at \, www. mass. gov/ago/earned sick time \, available \, at \, www. mass. gov/ago/earned sick time \, available \, at \, www. mass. gov/ago/earned sick time \, available \, at \, www. mass. gov/ago/earned sick time \, available \, at \, www. mass. gov/ago/earned sick time \, available \, at \, www. mass. gov/ago/earned sick time \, available \, at \, www. mass. gov/ago/earned sick time \, available \, ava$

continue your existing employer-based health plan coverage for you and your • Even if you don't elect to continue coverage during your military service, you have the right to be reinstated in your employer's health plan when you are reemployed, generally without any waiting periods or exclusions (e.g., pre-existing condition exclusions) except for service-connected illnesses or you have not been separated from service with a disqualifying discharge or The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate and resolve complaints of USERRA

OSHA - THE OCCUPATIONAL SAFETY AND HEALTH ACT

The rights listed here may vary depending on the circumstances. The text of this notice was prepared by VETS, and may be viewed on the internet at this address:

have been retaliated against for using your See any OSHA citations issued to your

1-800-321-OSHA (6742) • TTY 1-877-889-5627 • www.osha.gov