## Your Employee Rights Under the **Family and Medical Leave Act**

You 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 Personnel

Follow your employer's normal policies for requesting leave.

You do not 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. You must also inform your employer if FMLA leave was previously taken or approved for the

Your employer may request certification from a health care provide

to verify medical leave and may request certification of a qualifying

The FMLA does not affect any federal or state law prohibiting

discrimination or supersede any state or local law or collective bargaining agreement that provides greater family or medical leave

State employees may be subject to certain limitations in pursuit of

by the law but are subject to the jurisdiction of the U.S. Office of

direct lawsuits regarding leave for their own serious health conditions

Most federal and certain congressional employees are also covered

**EMPLOYEE RIGHTS** 

**EMPLOYEE POLYGRAPH PROTECTION ACT** 

The Employee Polygraph Protection Act prohibits most private employers from using lie detector tests either for

pre-employment screening or during the course of employment.

**EXAMINEE** 

**ENFORCEMENT** 

RIGHTS

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

How do I request FMLA leave?

Generally, to request FMLA leave you must:

same reason when requesting additional leave.

Personnel Management or Congress.

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

Federal, State and local governments are not affected by the law. Also, the

The Act permits polygraph (a kind of lie detector) tests to be administered

in the private sector, subject to restrictions, to certain prospective

employees of security service firms (armored car, alarm, and guard), and of

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

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

Discrimination

employer to discriminate against

an individual in violation of the

Cause or attempt to cause an

D. It is unlawful for an employer

to discriminate against any of

his employees or applicants for

employment, for an employment

agency to discriminate against any

individual, or for a labor organization

to discriminate against any member

thereof or applicant for membership

because such individual, member, or

any practice made unlawful by this

Section, or because the individual

member, or applicant for membership

or participated in any manner in an

under the provisions herein.

E. It is unlawful for an employer, labor

to print or publish, or cause to be

printed or published, any notice or

by such employer or membership

in or any classification or referral

for employment by such a labor

organization, or relating to any

If you believe you have been discriminated

1-888-248-0859 or visit us at www.gov.state

Every employer, employment agency, and labor

conspicuous places upon its premises a notice,

mmission, setting forth information as the

department deems appropriate to effectuate the

organization shall post and keep posted in

to be prepared by the Louisiana Workforce

LOUISIANA

iiiii WORKFORCE

COMMISSION

against, please contact the Louisiana

Commission on Human Rights at

la.us/HumanRights/humanrights

Acts 1997, No. 1409, §1

LSA-R.S. 51:2231(c)

purposes of this Part

B S 23:352 354

Revised April 2010

advertisement relating to employment

classification or referral for employment

by such employment agency indicating

any preference, limitation, specification,

or discrimination based on sickle cell

investigation, proceeding, or litigation

organization, or employment agency

has made a charge, testified, assisted,

applicant for membership has opposed

law does not apply to tests given by the Federal Government to certain

for refusing to take a test or for exercising other rights under the Act.

private individuals engaged in national security-related activities.

pharmaceutical manufacturers, distributors and dispensers.

loss to the employer

**Sickle Cell Trait** 

Prohibition of sickle

exceptions

cell trait discrimination:

It is unlawful for an employer to

engage in any of the following

1. Fail or refuse to hire, or to

discharge, any individual or

or privileges of employment

because such individual has

Limit, segregate, or classify his

employees in any way which

any individual of employment

adversely affect his status as

an employee, because such

individual has sickle cell trait.

Reduce the wage rate of any

the provisions herein.

It is unlawful for an employment

agency to fail to refer or refuse to

refer for employment, or otherwise to

discriminate against, any individual

because such individual has sickle

cell trait, or to classify or refer for

employment any individual on the

basis that such individual has sickle

It is unlawful for a labor organization

discriminate against, any

2. Limit, segregate, or classify its

membership, or classify or fail

to refer or refuse to refer for

employment any individual in

tend to deprive any individual

of employment opportunities.

adversely affect his status as

an employee or as an applicant

for employment, solely because

such individual has sickle cell

or limit such employment

opportunities, or otherwise

any way which would deprive or

individual because of sickle cell

to engage in any of the following

1. Exclude or expel from its

employee in order to comply with

opportunities, or otherwise

would deprive or tend to deprive

otherwise discriminate agains

any individual with respect to his

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

The birth, adoption or foster placement of a child with you. Your serious mental or physical health condition that makes you unable to work,

physical health condition, and Certain qualifying reasons related to the foreign deployment of your spouse, child or parent who is a military servicemember. An eligible employee who is the spouse, child, parent or next of kin of a covered servicemember with a serious injury or illness may take up to 26 workweeks of FMLA leave in a single 12-month period to care

To care for your spouse, child or parent with a serious mental or

You have the right to use FMLA leave in one block of time. 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

FMLA leave is **not paid leave**, but you may choose, or be required by your employer, to use any employer-provided paid leave if your employer's paid leave policy covers the reason for which you need

### Am I eligible to take FMLA leave?

You are an eligible employee if all of the following apply:

lef.: 29 CFR §825.300

**PROHIBITIONS** 

**EXEMPTIONS** 

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

You work for a **covered employer** if **one** of the following applies: Allow you to take job-protected time off work for a qualifying You work for a private employer that had at least 50 employees during at least 20 workweeks in the current or previous calendar Continue your group health plan coverage while you are on leave on the same basis as if you had not taken leave, and You work for an elementary or public or private secondary school, Allow you to return to the same job, or a virtually identical job with

> Your employer cannot interfere with your FMLA rights or threaten or punish you for 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

If you are eligible for FMLA leave, your employer must:

shift and location, at the end of your leave

may qualify under the FMLA, your employer must confirm whether you are eligible or not eligible for FMLA leave. If your employer

the same pay, benefits and other working conditions, including

About your FMLA rights and responsibilities, and How much of your requested leave, if any, will be FMLA-protected

determines that you are eligible, your employer must notify you in

### 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



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

The Secretary of Labor may bring court actions to restrain violations and

assess civil penalties against violators. Employees or job applicants may

results disclosed to unauthorized persons.

THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS POSTER

WHERE EMPLOYEES AND JOB APPLICANTS CAN READILY SEE IT.

also bring their own court actions.

WH1420 REV 04/23



## Independent Contractor or Employee?

la.gov.

Federal Law

contractor include:

R.S. 23:1711

It is a violation of this law for employers to retaliate against anyone who asserts their

rights under the law. Retaliation subjects an

employer to civil penalties, a lawsuit or both. If

you have questions about whether you are an

employee or independent contractor, or you

want to file a complaint, call the Louisiana

Workforce Commission Fraud Hotline at

If you are an independent contractor, you

must pay all taxes required by Louisiana and

Pursuant to Louisiana Employment Security

misclassifying a worker as an independent

Imprisonment for up to 90 days.

the state for three years.

COMMISSION

This notice must be posted in a conspicuous place, setting forth

Prohibited from contracting with any

state agency or political subdivision of

Fines of up to \$2500 per misclassified

Law R.S. 23:1711 (G): Penalties for

worker per instance.

Independent Contractors:

**Employer Consequences:** 

1-(833)-708-2866 or email UITaxfraud@lwc.

**ATTENTION ALL** EMPLOYEES, EMPLOYERS, INDEPENDENT **CONTRACTORS AND** 

**SUBCONTRACTORS:** The law says that you are an employee unless: in performing your job, AND

You are free from direction and control You perform work that is not part of the usual work done by the business that hired you **OR** is not performed on the

business's premises. AND You are customarily engaged in an independently established trade, occupation, profession or business.

Your employer cannot consider you to be an independent contractor unless all three of these facts apply to your work. IT IS AGAINST THE LAW FOR AN

**EMPLOYER TO MISCLASSIFY EMPLOYEES AS INDEPENDENT** CONTRACTORS OR PAY **EMPLOYEES OFF THE BOOKS.** 

**Employee Rights:** If you are an employee, you are entitled to Unemployment benefits, if unemployed through no fault of your own, able to work, and meet other eligibility

the-job injuries

LOUISIANA Workers' Compensation benefits for oniiiii WORKFORCE

www.laworks.net An Equal Opportunity Employer Program. Auxiliary aids and services are available upon request to individuals with disabilities. 1-800-259-5154 (TDD)

### **Pregnancy Rights of Employees**

### Non-Discrimination

pregnancy, childbirth, and related medical conditions.

Louisiana employers who employ more than twenty-five employees for each working day in each of twenty or more calendar weeks in the current or preceding calendar year are prohibited from discriminating against an applicant for employment or an employee with medical needs causing limitations arising from

### Reasonable Accommodations

Louisiana employers have a general duty to reasonably accommodate an employee's physical limitations caused by her pregnancy, unless the employer can demonstrate the accommodation would pose an undue hardship on the operation of its business "Reasonable accommodation" may include but is not limited to Making existing facilities readily accessible to and usable by an applicant or employee with covered

 Providing scheduled and more frequent or longer compensated break periods; Providing more frequent bathroom breaks Providing a private place, other than a bathroom stall, for the purpose of expressing breast milk; Modifying food or drink policy

Providing seating or allowing the employee to sit more frequently if the job requires the employee to Assistance with manual labor and limits on lifting; Temporarily transferring the employee to a less strenuous or hazardous vacant position, if qualified Providing job restructuring or light duty, if available;

Acquiring or modifying equipment or devices necessary for performing essential job functions; or

### **Employer Obligations** In addressing an employee's pregnancy, childbirth, or related medical condition, Louisiana employers may

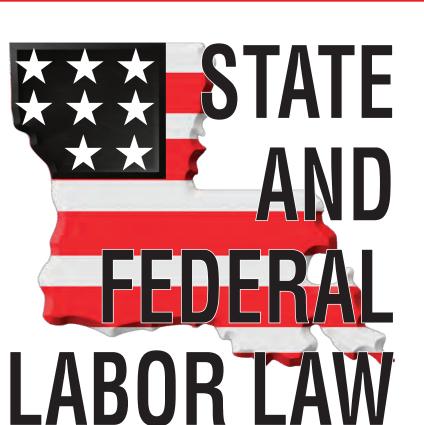
Refuse to select her for a training program leading to promotion, provided she is able to complete the training program at least three months prior to the anticipated date of departure for her pregnancy leave: Discharge her from employment or from a training program leading to promotion; Discriminate against her in compensation or in terms, conditions, or privileges of employment; Deny the same benefits and privileges of employment given other non-pregnant persons, including the taking of disability or sick leave made available to temporarily disabled employees Deny leave to her for a reasonable amount of time; Refuse to transfer her to a less strenuous or hazardous position, if so requested and if a policy, practice or collective bargaining agreement is in place authorizing such a transfer.

The provisions of law detailed herein may be found in La. R.S. 23:341 and 23:342. Complaints arising from these provisions of law may be made to the Louisiana Commission on Human Rights

La. R.S. 23:342 states that this notice shall be posted in a conspicuous place in an area that is accessible to

www.lawerks.net

i WORKFORCE



www.laworks.net

An Equal Opportunity Employer Program. Auxiliary aids and services are available upon request to ndividuals with disabilities, 1-800-259-5154 (TDD)

The prohibitions herein listed shall be limited to individuals who are at least

in any of the following practices: Fail or refuse to hire, or to discharge the individual's age.

2. Limit, segregate, or classify his employees in any way which would deprive or tend to deprive any individual of employment opportunities or otherwise adversely affect his status as an employee because of the individual's

B. It is unlawful for an employment

agency to fail or refuse to refer for employment, or otherwise to discriminate against, any individual because of the individual's age, or to classify or refer for employment any individual on the basis of the individual's age. engage in any of the following practices:

. Exclude or expel from its membership, or otherwise to discriminate against any individual because of his age. 2. Limit, segregate, or classify its membership, or to classify or fail or refuse to refer for employment any

individual, in any way which would deprive or tend to deprive any individua of employment opportunities, or would limit such employment opportunities or otherwise adversely affect his status as an employee or as an applicant for employment, because of the individual's

violation of the provisions herein. D. It is unlawful for an employer to discriminate against any of his employees or applicants for

such individual, member or applicant for membership has made a charge.

An Equal Opportunity Employer Program. Auxiliary aids and services are available upon request to individuals with disabilities, 1-800-259-5154 (TDD)

## **Out-of-State**

### **Duties of employees and employers**

registration of the motor vehicle or motor vehicles of a person who is employed in that state within thirty days of such employment, and who is employed in and maintains a residence in Louisiana and who operates one or more vehicles on the public streets and roads in Louisiana shall apply for a certificate of registration for each of those vehicles within thirty days of the date on which the person was employed in Louisiana.

employed by that employer of the requirement of Subsection A of this Section. The notice shall be by direct communication at the time of employment and by posting a notice in a prominent location at the place of employment.

The provisions of this Section shall not be applicable to members actively serving in the armed forces of the United States.

Acts 1993, No. 765, §1.

setting forth information to effectuate this purpose.

This notice must be posted in a conspicuous place



An Equal Opportunity Employer Program. Auxiliary aids and services are available upon

### request to individuals with disabilities. 1-800-259-5154 (TDD)

Revised July 2004

your wage rate will be, how often you will be paid and how you will be paid, and of any subsequent changes thereto.

If your employer should, for reasons within his control, fail to pay you according to that agreement, you must first lodge a complaint with

If no action is taken to resolve your complaint, you may report the violation to the Louisiana Workforce Commission

This notice must be posted in a conspicuous place, setting forth information to effectuate this purpose.



An Equal Opportunity Employer Program. Auxiliary aids and services are available upon request to individuals with disabilities. 1-800-259-5154 (TDD)

### **EMERGENCY NUMBERS CALL 911**

### Workers' Compensation

**OVERTIME PAY** At least 1½ times the regular rate of pay for all hours worked over 40 in a workweek.

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 mawork outside school hours in various non-manufacturing, non-mining, non-hazardous jobs with

Employers of "tipped employees" who meet certain conditions may claim a partial wage credit

of at least \$2.13 per hour if they claim a tip credit against their minimum wage obligation. If an

based on tips received by their employees. Employers must pay tipped employees a cash wage

employee's tips combined with the employer's cash wage of at least \$2.13 per hour do not equa

breast milk for their nursing child for one year after the child's birth each time the employee needs

o express breast milk. Employers must provide a place, other than a bathroom, that is shielded

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

required to attend.

Information

willful or repeated violation of the minimum wage or overtime pay provisions of the law. Civil money

from view and free from intrusion from coworkers and the public, which may be used by the

certain work hours restrictions. Different rules apply in agricultural employment

PUMP AT WORK The FLSA requires employers to provide reasonable break time for a nursing employee to express

**ENFORCEMENT** The Department has authority to recover back wages and an equal amount in liquidated damages

the minimum hourly wage, the employer must make up the difference

Reporting Injury You should report to your employer any occupational disease or personal injury that is work-related, even if you deem it to be minor. Occupational Disease or Death In case of an occupational disease, all claims are barred unless the employee files a claim

CHILD LABOR

the disease manifests itself. the employee is disabled as a result of

with his/her employer within one year of the

- the employee knows or has reasonable grounds to believe that the disease is ccupationally related n case of death arising from an occupationa disease, all claims are barred unless the dependent(s) file a claim with the deceased employee's employer within one year of:
- the date the claimant has reasonable grounds to believe that the death sulted from occupational disease

work-related accident, an injured employee or any person claiming to be entitled to compensation either as a claimant or as a epresentative of a person claiming to be entitled to compensation, must give notice to the employer within 30 days of the injury. If notice is not given within 30 days, no payments will be made for such injury or death. In addition, any fraudulent action by the employer, employee, or any other person for the purpose of obtaining or defeating any benefit or payment of workers' compensation

shall subject such person to criminal as well as

The above mentioned notice should be filed with the employer at the address shown to A notice so given shall not be held invalid because of any inaccuracy in stating the time,

place, nature or cause of injury, or otherwise unless it is shown that the employer was in fact misled to his detriment thereby. Failure to give notice may not harm the employee in the employer knew of the accident or if the employer was not prejudiced by the delay o failure to give notice. Physicians In the event you are injured, you are entitled to

Formal Claim

In order to preserve your right to benefits under the Louisiana Workers' Compensation Law, you must file a formal claim with the Office of Workers' Compensation Administration within one year after the accident if payments have not been made or within one year after the last payment of weekly benefits.

and arrange an examination which you would be

If you desire any information regarding your rights and entitlement to benefits as prescribed by law, you may call or write to the Office of Workers' Compensation Administration, Post Office Box 94040, Baton Rouge, Louisiana

70804-9040 or telephone (225) 342-7555

Name and Address of Insurance Company

Filina Notice

In case of injury or death caused by a Notice shall be given by delivering it or sending it by certified mail or return receipt requested to **Employer Representative** 

Employer

B.S. 23:1302 states that this notice should be posted in a convenient and conspicuous place in Revised May 2003

LOUISIANA

iiiii WORKFORCE

COMMISSION select a physician of your choice for treatment. he employer may choose another physician www.laworks.net

An Equal Opportunity Employer Program. Auxiliary aids and services are available upon request to

### **Unemployment Insurance** received other remuneration (i.e., Workers

**Notice to Workers** Your employer is subject to the Louisiana Employment Security Law and is required to post this notice in a conspicuous place. Your

**EMPLOYEE RIGHTS** 

UNDER THE FAIR LABOR STANDARDS ACT

FEDERAL MINIMUM WAGE

The law requires employers to display this poster where employees can readily see it.

INFORMATION

employer has contributed to the Louisiana Trust Fund from which benefits are paid. No amount of contributions to the Trust Fund is leductible from your earnings. Total Unemployment

You may be eligible to receive unemployment insurance benefits provided: You are unemployed. You have registered for work.

You are able to work, available for work,

and actively conducting a search for You have been paid wages by employers subject to the Louisiana Employment Security Law during your

base period in an amount sufficient to qualify you under the law Disqualification

You may be disqualified from drawing benefits on vour claim if: You have left work voluntarily without good cause attributable to a substantial change made to the employment by the

You have been discharged for misconduct connected with your work You fail without good cause to: (a) apply for available suitable work, (b) accept suitable work when offered, or (c) return to your customary self-employment

You have been discharged for the use of

when directed.

You may also be disqualified: For any week with respect to which

unemployment is due to a labor strike which is in active progress at the factory establishment or other premises at which you are or were last employed, and in which you are participating, or in which

For any week with respect to which or a part of which you have received or are seeking unemployment benefits unde an unemployment insurance law of

For any week with respect to which or a

LOUISIANA iiiii WORKFORCE another state or the United States.

part of which you are receiving or have

### **Genetic Discrimination**

Genetics in the Workplace Louisiana law forbids genetic discrimination

and limits genetic testing in the workforce. Employers also must grant one day's leave of absence from work to obtain genetic testing or preventative cancer screening. Employees must provide at least 15 days notice prior to the leave and make a reasonable effort to schedule the leave so as not to unduly disrupt the employer's operations. An employee shall not be required to share the results of genetic testing or a preventative cancer screening

with the employer. The employer is not

leave, but shall permit the employee to use

any accrued vacation or other appropriate

required to provide paid time off for the

**Definitions** 

Key terms are used to establish specific genetic discrimination and privacy protections. They are as follows: "Genetic monitoring" is the periodic examination of employees to evaluate changes to their genetic material that may

due to exposure to toxic substances in the "Genetic services" are defined as the health services provided to obtain, assess, or interpret genetic information for diagnostic or therapeutic purposes, or for genetic

have developed in the course of employment

"Genetic test" means the analysis of human DNA. RNA. chromosomes, and those proteins and metabolites used to detect heritable or some somatic disease related genotypes or karyotypes for clinical purposes. It must be generally accepted in the scientific and medical communities to qualify under this definition.

education or counseling

"Labor organization" means any organization which exists for the purpose f collective bargaining with employers concerning grievances, terms, or conditions f employment, or other mutual aid or protection in relation to employment or any agent acting for such an organization.

Notice to Employees

the time of hiring of the

(EIC)

"Medically necessary" means those healthcare services that are in accordance with evidence-based medical standards or that are considered by most physicians or independent licensed practitioners within the community to be the standard of care

**Earned Income Credit** 

means healthcare services necessary for the detection of cancer in an individual, including but not limited to magnetic resonance imaging ultrasound, or some combination of tests. "Protected genetic information" is information about the genetic tests of an individual or that of an individual's family members, or the occurrence of a disease

or medical condition or disorder in family

genetic information, and an employer, labor

organization or joint labor management

6. "Preventative cancer screening

**Nondiscrimination** Louisiana law also provides that an employer labor organization or employment agency shall not discriminate on the basis of protected

committee controlling apprenticeship, on-thejob training, or other training program shall not discriminate on the basis of protected genetic information.

members of the individual.

Exceptions An employer, labor organization or employment agency may request protected genetic information with an offer o employment in limited circumstances. They may request, collect or purchase protected genetic information under limited circumstances if there is a request for, or receipt of, genetic services, and the effect of genetic monitoring of toxic substance shall be permitted in the workplace.

If you believe you have been discriminated

against, please contact the Louisiana

Commission on Human Rights at (225) 342-

6969, or visit us at www.gov.louisiana.gov/ page/lchr. LSA-R.S. 51:2231(c) This notice must be posted in a conspicuous place, setting forth information to effectuate

Revised August 2023 LOUISIANA iiiii WORKFORCE COMMISSION

\$49,084 (\$56,004 married

If you need more information

IRS Website at www.irs.gov.

Additional EITC resources are

also available at the IRS EITC

deductions/individuals/earned-

Every employer shall keep conspicuously posted

in or about the premises wherein any worker is

employed, a printed copy or abstract of those labor laws which the Secretary may designate

in a form to be furnished by the Secretary.

https://www.irs.gov/credits-

income-tax-credit-eitc

Visit the IRS on the

call toll-free at

1-800-829-1040.

Web at www.irs.gov or

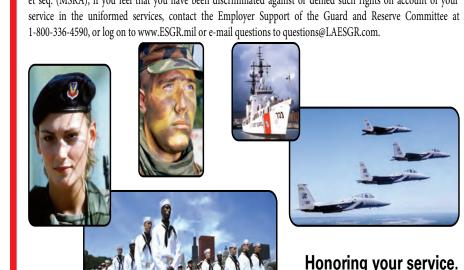
regarding the EITC or to check on

IRS at 1-800-829-1040 or visit the

updates, you should contact the

EIC2024

reserves, or on active duty? You have certain protected employment and re-employment rights, freedom from discrimination rights, and civil relief rights. Under 38 U.S.C. 4301 et seq. (USERRA) and 50 U.S.C. 3901 et seq. (SCRA) and state law R.S. 29:401 et seq. (MSRA), if you feel that you have been discriminated against or denied such rights on account of your



Support your uniformed services, and place this poste







### 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.
- 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

Receive information and training on

job hazards, including all hazardous

OSHA on your behalf. Participate (or have your representative participate) in an OSHA inspection and speak in private to the inspector.

30 days (by phone, online or by mail)

if you have been retaliated against for using your rights. See any OSHA citations issued to

• File a complaint with OSHA within

your employer. Request copies of your medical records, tests that measure hazards in the workplace, and the workplace injury and illness log.

This poster is available free from OSHA.



- **Employers must:**  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 illness.
- Comply with all applicable OSHA standards. Notify OSHA within 8 hours of a workplace fatality or within 24 hours of any work-related inpatient hospitalization,

Provide required training to all workers

in a language and vocabulary they can understand. Prominently display this poster in the

amputation, or loss of an eye.

 Post OSHA citations at or near the place of the alleged violations.

workplace.

On-Site Consultation services are available to small and medium-sized employers, without citation or penalty, through OSHA-supported consultation programs in every state.



### Age Discrimination manner in an investigation, proceeding. or litigation pursuant to the listed herein

forty years of age.

A. It is unlawful for an employer to engage any individual or otherwise discriminate against any individual with respect to his compensation, or his terms, conditions, or privileges of employment because of

3. Reduce the wage rate of any employee in order to comply with the requirements

C. It is unlawful for a labor organization to

3. Cause or attempt to cause an employer to discriminate against an individual in employment, for an employment agency to discriminate against any individual, or for a labor organization to discriminate

Job Safety and Health

IT'S THE LAW!

against any member thereof or applicant for membership because the individual. member, or applicant for membership has opposed any practice made unlawful by this Section, or because

testified, assisted, or participated in any

published, any notice or advertisement relating to employment by the employer or membership in or any classification or referral for employment by such an employment agency indicating any

preference, limitation, specification, or

organization, or employment agency to

print or publish, or cause to be printed or

E. It is unlawful for an employer, labor

discrimination based on age F. It is not unlawful for an employer, employment agency, or labor organization to engage in any of the following practices: 1. Take any action otherwise prohibited under Subsection A, B, C, or E, where age is a bona fide occupational qualification reasonably necessary for the normal operation of the particular business, or where the differentiation is based on

plan, such as retirement, pension, or insurance plan, which is not a subterfuge to evade the purpose herein except that no such employee benefit plan shall excuse the failure to hire any individual. 3. Discharge or otherwise discipline an individual for good cause Acts 1997, No. 1409

If you believe you have been discriminated

reasonable factors other than age.

2. Take any action otherwise prohibited

under Subsection A, B, C, or E to observe

the terms of a bona fide employee benefit

against, please contact the Louisiana mmission on Human Rights at 1-888-248-0859 or visit us at www.gov.state.la.us/Human LSA-R.S. 51:2231(c) Every employer, employment agency, and labor organization shall post and keep posted in conspicuous places upon its premises, setting

> LOUISIANA **WORKFORCE** COMMISSION

### Motor Vehicles

A. Any person who is a resident of a state which requires

Each employer in this state shall notify each person

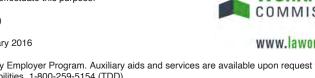
LOUISIANA iiiii WORKFORCE

COMMISSION www.laworks.net

## **Timely Payment of Wages**

Your employer has a duty to inform you at the time of your hire what

POLICE:



AMBULANCE: PHYSICIAN: HOSPITAL: FIRE DEPARTMENT: POISON CONTROL: OSHA:

### this purpose. R.S. 23:302; R.S. 23:368, 369,

www.laworks.net

filing jointly) with one of Federal Earned qualifying child Income Tax Credit \$18,591 (\$25,511 married filing jointly) with no qualifying If you make \$60,000' You may claim the Earned or less, your employer Income Credit on Form 1040 and should notify you at add Schedule EIC if you have

children.

Home page:

potential availability of Earned Income Tax Credits. Earned Income Tax Credits are reductions in federal income tax liability for which you may be eligible if you meet certain requirements.

can be obtained from your employer or the Internal Revenue Service. Earned Income and

Additional information and

forms for these programs

less than: \$59,899 (\$66,819 married filing jointly) with three or more qualifying children

dividuals with disabilities. 1-800-259-5154 (TDD

What Organizations are Covered

Discharge, firing, or lay-off

(AGI) must each be

adjusted gross income

\$55,768 (\$62,688 married filing jointly) with two qualifying children

R.S. 23:15, 23:1018.2 Revised July 2024 LOUISIANA

iiiii WORKFORCE COMMISSION

What can You Do if You Believe Discrimination has Occurred?

info@eeoc.gov

OR SUBCONTRACTS

ontact the EEOC promptly if you suspect discrimination. Do not delay, becaus tere are strict time limits for filing a charge of discrimination (180 or 300 days, epending on where you live/work). You can reach the EEOC in any of the

an EEOC field office (information at www.eeoc.gov/field-office)

EMPLOYERS HOLDING FEDERAL CONTRACTS

Louisiana Department of Veterans Affairs

e mission of the Louisiana Department of Veterans Affairs is to provide comprehensive care and quality service to Louisiana's veterans, nd their families, with regard to health care, education, disability benefits, long-term care and burial honors. Call 225.219.5000 · Email veteran@la.gov · Mail to 602 N. Fifth St., Baton Rouge, LA 70802 U.S. Department of Veterans Affairs Veterans Crisis Line to be enrolled in VA benefits or health care to connect Dial 988 then press 1 · Text 838255 · Chat at veteranscrisisline.ne

or more information about mental health and substance abuse resources, contact LDVA's Veterans Outreach Program. isit linktr.ee/LaGovernorsChallenge · Call 225.219.5006 · Email veteran@la.gov **Veteran Homelessness Prevention** he Louisiana Department of Veterans Affairs partners with the state's continuums of care and non-profit organizations to prevent veteran melessness, and to help veterans who are currently homeless into emergency, transitional or permanent housing. For more information about veteran homelessness prevention, contact LDVA's Veterans Outreach Program

hey have earned. LDVA's accredited veterans assistance counselors staff 74 veterans service offices across the state and file claims with he federal VA on behalf of veterans for compensation and pension To locate an office: Visit vetaffairs.la.gov/locations · Call 225.219.5000 · Email veteran@la.gov **Educational Benefits** he Louisiana Department of Veterans Affairs' State Approving Agency staff work with school certifying officials to accept GI Bill payments on behalf of student veterans and their dependents. Additionally, LDVA staff administer Louisiana Title 29 Dependents' Educational Assistance to children of veterans granted at least 90% service-connected rating, including Individual Unemployability (excluding

**Employment Assistance and Business Owner Resources** he State of Louisiana and the federal government offer employment assistance to veterans through their Civil Service programs, the uisiana Workforce Commission (LWC) and the federal VA Veteran Readiness and Employment (VR&E). Specifically, LWC's Local (eterans Employment Representatives (LVER) and Disabled Veterans Outreach Program (DVOP) work with veterans to prepare them for and assist in securing employment. For business owners, Louisiana Economic Development has several veteran-related programs. For nore information about employment assistance, contact LWC's Office of Workforce Development's Veterans' Program Manager Eric Taylo t 337.262.5750 or etaylor1@lwc.la.gov. For more information about resources for business owners, contact LDVA's Veterans Outreach

isiana veterans are eligible for income tax exemptions for military retirement pay, and service-connected Louisiana veterans are gible for residential property tax exemptions on their primary residence. For state property tax exemptions on your Louisiana residence all your parish assessor's office. For Louisiana income tax exemptions on military retirement pay, call Defense Finance Accounting vice (DFAS) at 866.912.6488 State-run Veterans Homes and Cemeteries

ne Louisiana Department of Veterans Affairs operates five state-run veterans homes and five state-run veterans cemeteries providing a

lace for veterans to live at our homes, and a final resting place of honor at our cemeteries. See contact information below for admission

www.laworks.net An Equal Opportunity Employer Program. Auxiliary aids and services are available upon request to

ouisiana Veterans Home 225.634.5265

Northeast Louisiana Veterans Home 318.362.4206

Northwest Louisiana Veterans Home 318.741.2763

Southeast Louisiana Veterans Home 985.479.4080

Southwest Louisiana Veterans Home 337.824.2829

nt to La R.S. 29:771.1 (Act 46, 2023 Regular Session)

ecutive Order 11246, as amended, protects applicants and employees on tractors from discrimination based on inquiring about, disclosing, or dis ir compensation or the compensation of other applicants or employees.

83718 012025



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 violation are determined to be willful or repeated. The law also prohibits retaliating against or discharging

Certain occupations and establishments are exempt from the minimum wage, and/or overtime

Special provisions apply to workers in American Samoa, the Commonwealth of the Northern

pay provisions. Certain narrow exemptions also apply to the pump at work requirements.

Some state laws provide greater employee protections; employers must comply with both. 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

Certain full-time students, student learners, apprentices, and workers with disabilities may be

workers who file a complaint or participate in any proceeding under the FLSA.

Mariana Islands, and the Commonwealth of Puerto Rico.

Compensation, pensions, vacation pay, wages in lieu of notice, or severance pay). If you make a false statement knowing it to be false or intentionally fail to disclose an important fact in order to receive or increase a benefit amount, you shall be disqualified for not more

than the 52 weeks which immediately follow

the week in which such determination is made and shall not be entitled to further benefits unti cash repayment has been made or the claim for repayment has prescribed. In addition, the law provides: Whoever makes a false statement or representation to the Agency knowing it to be false, or knowingly fails to disclose a material fact to obtain or increase any benefit or other payment under this Chapter, or under an employment security law of any other State, or the Federal Government, or of a foreign government, either for himself or for any other person, shall be guilty of a misdemeanor, and

shall be fined not less than \$50 nor more than

\$1,000 or imprisoned for not less than 30 days

nor more than 90 days, or both, in the discretion

prefer to manage your Unemployment Insurance

of the court. Each such false statement or representation or failure to disclose a material fact shall constitute a separate offense. To file a new unemployment claim, reopen ar existing claim, file for weekly unemployment benefits, or to get answers about your Unemployment Insurance online, visit us on the Web at www.laworks.net. If you do not have access to the internet, or

claim by phone, call the Unemployment

Insurance Call Center at 1-866-783-5567

This notice must be posted in a convenient and R.S. 23:1621

> COMMISSION www.laworks.net

An Equal Opportunity Employer Program. Auxiliary aids and services are available upon request to

# In the **national guard**,



Honoring your service.

The Department of Labo VETERANS BENEFITS

**Mental Health and Substance Abuse Resources** here are a host of mental health and substance abuse resources for veterans. The Governor's Challenge to Prevent Veteran Suicide mong Service Members, Veterans and their Families website provides a listing of these resources from organizations across the state.

Northwest Louisiana Veterans Cemetery 318.925.0612 Southeast Louisiana Veterans Cemetery 985.646.6458 Southwest Louisiana Veterans Cemetery 337.246.7094

Northeast Louisiana Veterans Cemetery 318.728.4346



PROGRAMS OR ACTIVITIES RECEIVING

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38

Race, Color, Religion, Sex, Sexual Orientation, Gender Identity, Asking About, Disclosing, or Discussing Pay

nuvious win disabilities not not construint of the mine, promotion, is userser given from the ment of the ment of

U.S. Department of Veterans Affairs provides 24/7, confidential crisis support to veterans and their loved ones. Veterans do not have

Call 225.219.5006 · Email veteran@la.gov Compensation and Pension Benefits he Louisiana Department of Veterans Affairs serves Louisiana's 283,000 veterans and their families connecting them with the benefits



FEDERAL FINANCIAL ASSISTANCE Race, Color, National Origin, Sex In addition to the protections of Title VII of the Civil Rights Act of 1964, as amended. Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color or national origin in programs or activities receiving Federal financial assistance. Employment discrimination is covered by Title VI if the primary objective of the financial assistance is provision of employment, or Individuals with Disabilities

**TO REORDER CALL: 1-800-817-7678**