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

#### What is FMLA leave?

The Family and Medical Leave Act (FMLA) is a federal law that provides eligible employees with job-protected leave for qualifying family and medical reasons. The U.S. Department of Labor's Wage and Hour Division (WHD) enforces the FMLA for most employees. Eligible employees can take up to 12 workweeks of FMLA leave in a

The birth, adoption or foster placement of a child with you, Your serious mental or physical health condition that makes you unable to work, To care for your spouse, child or parent with a serious mental or physical health condition, and

Certain qualifying reasons related to the foreign deployment of your spouse, child or parent who is a military 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

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 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

How do I request FMLA leave?

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 provider

to verify medical leave and may request certification of a qualifying

bargaining agreement that provides greater family or medical leave

State employees may be subject to certain limitations in pursuit of

direct lawsuits regarding leave for their own serious health conditions

Most federal and certain congressional employees are also covered

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

The FMLA does not affect any federal or state law prohibiting

discrimination or supersede any state or local law or collective

· 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.

Generally, to request FMLA leave you must:

same reason when requesting additional leave.

Personnel Management or Congress.

Airline flight crew employees have different "hours of service

You work for a **covered employer** if **one** of the following applies: You work for a private employer that had at least 50 employees during at least 20 workweeks in the current or previous calendar You work for an elementary or public or private secondary school,

 Continue your group health plan coverage while you are on leave on the same basis as if you had not taken leave, and Allow you to return to the same job, or a virtually identical job with the same pay, benefits and other working conditions, including You work for a public agency, such as a local, state or federal shift and location, at the end of your leave. government agency. Most federal employees are covered by Title II of the FMLA, administered by the Office of Personnel Your employer cannot interfere with your FMLA rights or threaten

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

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

What does my employer need to do?

· Allow you to take job-protected time off work for a qualifying

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

### 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





WH1420 REV 04/23

Ref.: CA Lab. Code § 247

**AMBULANCE:** 

FIRE-RESCUE:

PHYSICIAN:

CAL/OSHA:

**OF THE WEEK:** 

■ MONDAY

☐ TUESDAY

■ WEDNESDAY

**PAY SCHEDULE IS AS FOLLOWS:** 

PAYCHECKS ARE ISSUED AT THE FOLLOWING LOCATION:

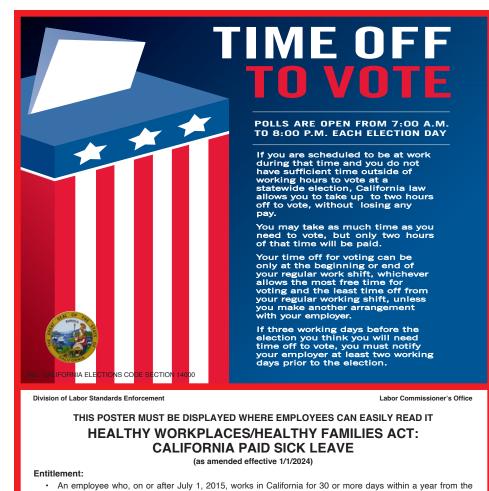
☐ THURSDAY

■ WEEKLY

Ref.: CA Labor Code, Sec. 207

□ BIWEEKLY

**ALTERNATE:** 



beginning of employment is entitled to paid sick leave. Paid sick leave accrues at the rate of one hour per every 30 hours worked, paid at the employee's regular wage rate. Accrual shall begin on the first day of employment or July 1, 2015, whichever is later. Accrued paid sick leave shall carry over to the following year of employment and may be capped at 80 hours or 10 days. An employer can also provide 5 days or 40 hours, whichever is greater, of paid sick leave "up-front" at the beginning of a 12-month period. No accrual or carry over is required. Other accrual plans that meet specified conditions, including PTO plans, may also satisfy the requirements. An employee may use paid sick days beginning on the 90th day of employment

An employer shall provide paid sick days upon the oral or written request of an employee for themselves or a family member for the diagnosis, care or treatment of an existing health condition or preventive care, or specified purposes for an employee who is a victim of domestic violence, sexual assault, or stalking. An employer may limit the use of paid sick days to 40 hours or five days, whichever is greater, in each year of Retaliation or discrimination against an employee who requests paid sick days or uses paid sick days or both is prohibited. An employee can file a complaint with the Labor Commissioner against an employer who retaliates or looking at the list of offices on our website http://www.dir.ca.gov/dlse/DistrictOffices.htm using the alphabetical listing of cities ocations, and communities. Staff is available in person and by telephone. DLSE Paid Sick Leave Posting

**EMERGENCY NUMBERS** 

Posting is required by Title 8 Section 1512 (e), California Code of Regulations

**PAY DAY NOTICE** 

PAYCHECKS FOR EMPLOYEES WILL BE ISSUED ON THE FOLLOWING DAY

☐ FRIDAY

□ SATURDAY

☐ SEMI MONTHLY

DIVISION OF LABOR STANDARDS ENFORCEMENT

CA LABOR CODE SECTIONS 204, 204A, 204B, 205, AND 205.5

STATE

■ SUNDAY

■ MONTHLY

STATE OF CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS

DOSHPublications@dir.ca.gov

PLEASE POST NEXT TO YOUR IWC INDUSTRY OR OCCUPATION ORDER OFFICIAL NOTICE California Minimum Wage Every employer, regardless of the number of employees, shall pay to each employee wages not less than the following Effective January 1, 2025, Minimum Wage: \$16.50 per hour \*See Sec. 2 below Effective January 1, 2024, Minimum Wage: \$16.00 per hour Effective January 1, 2023, Minimum Wage: \$15.50 per hour PREVIOUS YEARS

Employers with 25 or Fewer Employees \* January 1, 2022 Employees treated as employed by a single qualified taxpayer pursuant to Revenue and Taxation Code section 23626 are treated as employees of that single taxpayer. To employers and representatives of persons working in industries and occupations in the State of California: SUMMARY OF ACTIONS TAKE NOTICE that on April 4, 2016, the Governor of California signed legislation passed by the California Legislature, raising the minimum wage for all industries (SB 3, Stats, of 2016, amending section 1182.12, of the California Labor Code.) and, in 2023, raised the minimum wage payable by certain Fast Food Restauran

comployers (AB 1228, Stats, 2023) and Healthcare Facility employers (SB 525, Stats, 2023; Stats, 2024; and SB 159, Stats, 2024). Pursuant to its authority under Labor Code section 1182.13, the Department of Industrial Relations amends and republishes Sections 2, 3, and 5 of the General Minimum Wage Order, MW-2025. Section 1, Applicability, and Section 4, Separability, have not been changed. Consistent with these enactments, amendments are made to the minimum wage, and the meals and lodging credits sections of all of the IWC's industry and occupation orders. This summary must be made available to employees in accordance with the IWC's wage orders. Copies of the full text of the amended wage orders may be

obtained by downloading online at https://www.dir.ca.gov/iwc/WageOrderIndustries.htm or by contacting your local Division of Labor Standards Enforcement office. in this Order and the IWC's industry and occupation orders. Exceptions and modifications provided by statute or in Section 1, Applicability, and in other sections of the IWC's industry and occupation orders may be used where such provisions are enforceable and applicable to the employer. every employer shall pay to each employee wages not less than those stated above, on each effective date, per hour for all hours worked, except the followin who shall pay no less than the specified minimum wage to each employee: Fast Food Restaurant employers under Part 4.5.5, of Division 2 of the Labor Code

commencing with Labor Code section 1474), effective April 1, 2024; and Healthcare Facility employers under Labor Code section 1182.14, effective October 16, 2024. Note: Supplements to this order containing minimum wage rates applicable for Fast Food Restaurant and Healthcare Facility employees, respectively, are 3. MEALS AND LODGING CREDITS - TABLE When credit for meals or lodging is used to meet part of the employer's minimum wage obligation, the amounts so credited pursuant to a voluntary written

ment may not be more than the following:					
EFFECTIVE:	JANUARY 1, 2022		JANUARY 1, 2023	JANUARY 1, 2024	JANUARY 1, 2025
For an employer who employs:	26 or More Employees	25 or Fewer Employees	All Employers regardless of number of Employees	All Employers regardless of number of Employees	All Employers regardle of number of Employe
n occupied alone	\$70.53/week	\$65.83/week	\$72.88/week	\$75.23/week	\$77.58/week
n shared	\$58.22/week	\$54.34/week	\$60.16/week	\$62.10/week	\$64.04/week
tment – two thirds (2/3) of the ordinary I value, and in no event more than:	\$847.12 /month	\$790.67 /month	\$875.33 /month	\$903.60 /month	\$931.88 /month
re a couple are both employed by the oyer, two thirds (2/3) of the ordinary rental a, and in no event more than:	\$1,253.10 /month	\$1,169.59 /month	\$1,294.83 /month	\$1,336.65 /month	\$1,378.49 /month
kfast	\$5.42	\$5.06	\$5.60	\$5.78	\$5.96
h	\$7.47	\$6.97	\$7.72	\$7.97	\$8.22
er	\$10.02	\$9.35	\$10.35	\$10.68	\$11.01
or lodging may not be credited against or lodging is used to meet part of the e e. PARABILITY	employer's min	imum wage obl	igation, the amounts so credit	ed may not be more than the	amounts stated in the tab
application of any provincian of this Order, or any agotion, subsection, subdivision, contains, alouge, phrase, word or portion of this Order should be hold.					

Room
Room
Apartn
rental
Where
employ
value,
Breakf
Lunch
Dinner

If the application of any provision of this Order, or any section, subsection, subdivision, sentence, clause, phrase, word or portion of this Order should be held invalid, unconstitutional, unauthorized, or prohibited by statute, the remaining provisions thereof shall not be affected thereby, but shall continue to be given full force and effect as if the part so held invalid or unconstitutional had not been included herein.

5. AMENDED PROVISIONS This Order amends the minimum wage and meals and lodging credits in MW-2024, as well as in the IWC's industry and occupation orders. (See Orders 1-15. Secs. 4 and 10; and Order 16, Secs. 4 and 9.) This Order makes no other changes to the IWC's industry and occ These Amendments to the Wage Orders shall be in effect as of January 1, 2025. Questions about enforcement should be directed to the Labor Commissioner's Office. For the address and telephone number of the office nearest you, information can be found on the internet at www.dir.ca.gov/DLSE/dlse.html or under a search for "California Labor Commissioner's Office" on the internet or any other

Salinas, San Bernardino, San Diego, San Francisco, San Jose, Santa Ana, Santa Barbara, Santa Rosa, Stockton, and Van Nuys.

directory. The Labor Commissioner has offices in the following cities: Bakersfield, El Centro, Fresno, Long Beach, Los Angeles, Oakland, Redding, Sacramento,

For translations of this guidance, visit: www.calcivilrights.ca.gov/posters/required Ref.: CA Govt. Code. Sec. 12950(a)(2)

THE RIGHTS OF EMPLOYEES WHO ARE TRANSGENDER OR GENDER NONCONFORMING

CALIFORNIA LAW PROTECTS TRANSGENDER AND GENDER 5. Does an employee have the right to be addressed by the name and pronouns that correspond to their gender identit or gender expression, even if different from their legal nam and gender?

Ves. Employees have the right to use and be addressed by NONCONFORMING PEOPLE FROM DISCRIMINATION HARASSMENT AND RETALIATION AT WORK, THESE PROTECTIONS ARE ENFORCED BY THE CIVIL RIGHTS DEPARTMENT (CRD).

THINGS YOU NEED TO KNOW

nonconforming employees from employment discrimination? Yes. All employees, job applicants, unpaid interns, volunteers, and contractors are protected from discrimination at work when based on a protected characteristic, such as their gender identity, gender expression, eszual orientation, race, or national

employees may not, for example, refuse to hire or promote someone because they identify as – or are perceived to identify

as – transgender or non-binary, or because they express the gender in non-stereotypical ways.

promote someone, unlawful discrimination includes discharg an employee, subjecting them to worse working conditions, of unfairly modifying the terms of their employment because of their gender identity or gender expression.

2. Does California law protect transgender and gender nonconforming employees from harassment at work?

Yes. All employers are prohibited from harassing any employee, intern, volunteer, or contractor because of their gender identity or gender expression. For example, an employer can be liable if co-workers create a hostile work environment - whether in person or virtual - for an employee who is undergoing a gender transition. Similarly, an employer can be liable when customers or other third parties harass an employee because of their gender identity or expression, such as intentionally referring to a

3. Does California law protect employees who complain about discrimination or harassment in the workplace?

Yes. Employers are prohibited from retaliating against any employee who asserts their right under the law to be free from discrimination or harassment. For example, an employer

s. All employees have a right to safe and appropriate resti

gender identity, regardless of the employee's sex assigned at birth. In addition, where possible, an employer should provide easily accessible, gender-neutral (or "all-gender"), single user facility for use by any employee. The use of single stall restroo

and gender?

Yes. Employees have the right to use and be addressed by the name and pronouns that correspond with their gender identity or gender expression. These are sometimes known as "chosen" or "preferred" names and pronouns. For example, an employee does not need to have legally changed their name or birth certificate, nor have undergone any type of gender transition (such as surgery), to use a name and/or pronouns that correspond with their gender identity or gender expression An employer may be legally obligated to use an employee's leganame in specific employment records, but when no legal obligation compels the use of a legal name, employers and co-workers must respect an employee's chosen name and pronouns. For example, some businesses utilize software for payroll and other administrative purposes, such as creating wo schedules or generating virtual profiles. While it may be appropriate for the business to use a transgender employee's legal name for payroll purposes when legally required, refusing or falling to use that person's chosen name and pronouns, if different from their legal name, on a shift schedule, nametag, instant messaging account, or work ID card could be harassing or discriminatory. CRD recommends that employers take care tensure that each employee's chosen name and pronouns are ensure that each employee's chosen name and pronouns are espected to the greatest extent allowed by law. 6. Does an employee have the right to dress in a way that

ees have the right to use and be addressed by

expression?
Yes. An employer who imposes a dress code must enforce it in the discriminatory manner. This means that each employee with their gander. non-discriminatory manner. This means that each employee must be allowed to dress in accordance with their gender identity and expression. While an employer may establish a professional references, but an interviewer strouch not as questions designed to detect a person's gender identity or gender transition history such as asking about why the personanged their name. Employers should also not ask question about a person's body or whether they plan to have surgery.

Want to learn more? Visit: https://bit.ly/3hTG1E0

TO FILE A COMPLAINT

CRD-E04P-ENG / December 2023

op to four months of job-protected leave to employees disabled because of pregnancy, childbirth, or a related medi-condition, as well as the right to reasonable accommodation on the advice of their health care provider, related to their

Up to five days of job-protected leave following a reproductive loss event (failed adoption, failed surrogacy, miscarriage, stillbirth, or unsuccessful assisted reproduction)

Protections for an employee who takes time off work to go to

Protections against retaliation when a person opposes, reports or assists another person to oppose unlawful discrimination,

oregnancy, childbirth, or a related medical condition

Civil Rights

## **AS A PREGNAN EMPLOYEE** IF YOU ARE PREGNANT. HAVE A PREGNANCY-RELATED MEDICAL Give your employer reasonable notice. To receive a reasonable

OBLIGATIONS OF EMPLOYERS WITH FIVE OR MORE EMPLOYEES Reasonably accommodate your medical needs related to allowing more frequent breaks); Provide you with pregnancy disability leave (PDL) of up to four Never discriminate, harass, or retaliate on the basis of pregnancy.

Your employer may require you to submit written medica your leave. PDL may include, but is not limited to, additional or more frequent breaks, time for prenatal or postnatal medical appointments, and doctor-ordered bed rest, and covers conditions such as severe norning sickness, gestational diabetes, pregnancy-induce hypertension, preeclampsia, recovery from childbirth or loss or end of pregnancy and/or post-partum depression. DL does not need to be taken all at once but can be taken on an as-needed basis as required by your health care provider, including

Your employer may require or you may choose to use any available sick leave during your PDL.

Your employer is required to continue your group health coverage during your PDL at the same level and under the same conditions that coverage would have been provided if you had continued in employment continuously for the duration of your leave.

Taking PDL may impact certain benefits and your seniority date; "Child" means a biological, adopted, or foster child, a stepchild, a legal ward, or a child of an employee or the employee's domestic partner, or a person to whom the employee stands in loco parentis (in place of a parent).

Ref.: 2 CCR §11049, §11051

accommodation, obtain a transfer, or take PDL, you must give you employer sufficient notice for your employer to make appropriate plans. Sufficient notice means 30 days advance notice if the foreseeable, or as soon as practicable if the need is an emergenc Provide a written medical certification from your health care provider. Except in a medical emergency where there is no time to obtain it, your employer may require you to provide a written medical certification from your health care provider of the medical need for an emergency or unforeseeable, you must provide this certification within the time frame your employer requests, unless it is not practicable for you to do so under the circumstances despite your diligent, good faith efforts. Your employer must give you at least 15 calendar days to submit the certification. Ask if your employer has a copy of a medical certification form for your health care provider to If you do not give your employer notice or written medical certification of your medical need (if required), either in advance or

your reasonable accommodation, transfer, or PDL. ADDITIONAL LEAVE UNDER THE CALIFORNIA FAMILY RIGHTS ACT (CFRA nder CFRA you may have a right to take family care or medical leave (CERA leave) to bond with a new child. If you gave birth to the child, you would generally take CFRA bonding leave after taking PDL. CFRA leave may be up to 12 workweeks in a 12-month period for the birth, adoption or foster care placement of your child\*. You must take it within one year In addition to taking leave to bond with a new child, you can also take CFRA leave because of your own serious health condition (not related

to pregnancy) or that of your child, parent\*\*, spouse, domestic partner

grandparent, grandchild, sibling, or "designated person" related by blood or with whom you have a family-like relationship. service with an employer, have worked at least 1,250 hours in the 12-month period before the date you want to begin your leave, and you Your employer may, but is not required to, pay you while you are out or CFRA leave, but they must allow you to use any accrued paid time-off while on CFRA leave. You may also be eligible for benefits administers by the Employment Development Department, including state disability insurance (for your own health condition) or Paid Family Leave (for

bonding with a new child or for caring for a family member with a serious

health condition). For more information, visit edd.ca.gov/disability

accommodations or protected leave under PDL or CFRA, file a complaint with the Civil Bights Department (CBD) TO FILE A COMPLAINT

calcivilrights.ca.gov/complaintprocess
Toll Free: 800.884.1684 / TTY: 800.700.2320 California Relay Service (711) Have a disability that requires a reasonable accommodation? CRD can For translations of this poster, visit www.calcivilrights.ca.gov/posters/required

\*\*\*Parent" includes a biological, foster, or adoptive parent, a parent-in-law, a stepparent, a legal guardian, or other person who stood in loco parenti to the employee when the employee was a child.

👔 Civil Rights

Under California law, an employee may have the right to take job-protected leave to care for their own serious health condition or a family member with a serious health condition, or to bond with a new child (via law also requires employers to provide jobprotected leave and accommodations to employees who are disabled by pregnancy, childbirth, or a related medical condition.

Under the California Family Rights Act of 1993 (CFRA), many employees have the right to take job-protected leave, which is leave that will allow them to return to their job or a similar job after their leave ends. This leave may be up to 12 work The employee's own serious health condition The serious health condition of a child, spouse, domestic partner, parent, parent-in-law, grandparent, grandchild, sibling, or someone else with a blood or family-like

relationship with the employee ("designated person")

The birth, adoption, or foster care placement of a child If an employee takes leave for their own or a family an intermittent or reduced work schedule when medically **Eligibility.** To be eligible for CFRA leave, an employee must have more than 12 months of service with their employer ave worked at least 1,250 hours in the 12-month period before the date they want to begin their leave, and their

employer must have five or more employees. Pay and Benefits During Leave. While the law guarantees only unpaid leave, some employers pay their employees during CFRA leave. In addition, employees may choose (or employers may require) use of accrued paid leave while taking CFRA leave in certain circumstances. Employees on CFRA leave may also be eligible for benefits administered by the Employment Development Department, including Paid Family Leave. For more information, visit bit.ly/EDD-PFL. Taking CFRA leave may impact certain employee benefits and an employee's seniority date. If employees want more information regarding eligibility for leave and/or the impact of the leave on seniority and benefits, they should contact

employee's health care provider before allowing leave for pregnancy disability or for the employee's own serious health condition. Employers may also require certification from the health care provider of the employee's family member, including a designated person, who has a serious health condition, before granting leave to take care of that Visit: calcivilrights.ca.gov/family-medical-pregnancy-leave/ If you have been subjected to discrimination, harassment or retaliation at work, or have been improperly denied protected leave, file a complaint with the Civil Rights

Pregnancy Disability Leave. When an employee is disabled

by pregnancy, childbirth, or a related medical condition, the

mployee is entitled to take a pregnancy disability leave of

disability. If the employee is also eligible for CFRA leave,

they have the right to take both pregnancy disability leave

einstatement. Both CFRA leave and pregnancy disabilit

leave guarantee reinstatement to the same position or, in

certain instances, a comparable position at the end of the

Notice. When possible, employees must provide 30 days'

advance notice before taking leave for a foreseeable event

such as the expected birth of a child or a planned medical

procedure. For unforeseeable events, employees should notify their employers, at least verbally, as soon as they

learn of the need for the leave. Failing to provide notice is

eave until the employee complies with this notice policy.

Certification. Employers may require certification from an

leave, subject to any defense allowed under the law.

Have a disability that requires a reasonable modation? CRD can assist you with your complaint

Civil Rights Department

calcivilrights.ca.gov/complaintprocess

Toll Free: 800.884.1684 / TTY: 800.700.2320

CRD-100-21ENG / January 2025

For additional translations of this guidance, visit: <u>www.calcivilrights.ca.gov/posters/requirec</u> Ref.: 2 CCR §11095

### WHISTLEBLOWERS ARE PROTECTED

employee, or another employee with authority to investigate, discover, or correct noncompliance with a local, state or federal rule or regulation public body conducting an investigation, hearing or inquiry, when they have reason to believe their employer is violating a state or federal statute, or violating or not to be a whistleblower and are protected. complying with a local, state or federal rule or regulation. <u>abor Code Section 1102.5</u>, employees are the protected

class of individuals. "Employee" means any person employed by an employer, private or public, including, but not limited to, individuals employed by the state or any subdivision thereof, any county, city, city and county, including any charter city or county, and any school district, community college district, municipal or public corporation, political subdivision, or the University of California. (California Labor What is a whistleblower?

law enforcement agency, person with authority over the employee, or to another employee with authority to investigate, discover, or correct the violation or noncompliance, or who provides information to or testifies before a public body conducting an investigation, hearing or inquiry, where the employee has reasonable cause to believe that the information discloses:

A violation of a state or federal statute.

A violation or noncompliance with a local, state or federal rule or regulation, or With reference to employee safety or health, unsafe working conditions or work practices in the employee's employment or place of employment.

You must display this poster in a conspicuous place where notices to employees

are customarily posted so everyone on the job can be aware of basic rights and

You must have a written and effective Injury and Illness Prevention Program (IIPP)

meeting the requirements of California Code of Regulations, title 8, section 3203

You must be aware of hazards your employees face on the job and keep records

showing that each employee has been trained in the hazards unique to each job

Never permit an employee to do work that violates Cal/OSHA workplace safety and

Never permit an employee to be exposed to harmful substances without providing

**EMPLOYEES HAVE CERTAIN WORKPLACE SAFETY & HEALTH RIGHTS:** 

As an employee, you (or someone acting for you) have the right to file a confidential

complaint and request an inspection of your workplace if you believe conditions there

are unsafe or unhealthful. This is done by contacting the local Cal/OSHA district office (see below). Your name is not revealed by Cal/OSHA, unless you request otherwise.

You also have the right to bring unsafe or unhealthful conditions to the attention of the

Administration. (Employees of state or local government agencies may only file these complaints with the California Labor Commissioner's Office.) Consult your local

To keep the workplace and your coworkers safe, you should tell your employer about

any hazard that could result in an injury or illness to an employee. While working, you

You and your designated representative have the right to access the employer's

Never allow an untrained employee to perform hazardous work.

Cal/OSHA investigator inspecting your workplace.

telephone directory for the office nearest you.

**EMPLOYEES ALSO HAVE RESPONSIBILITIES:** 

must always obey state workplace safety and health laws.

(www.dir.ca.gov/title8/3203.html) and provide access to employees and their

appropriate government or law enforcement agency, person with authority over the that would result in a violation of a state or federal statute, or a violation of or

What protections are afforded to whistleblowers? An employer may not make, adopt, or enforce any rule, regulation, or policy

preventing an employee from being a whistleblower.

in an activity that would result in a violation of a state or federal statute, or a violation or noncompliance with a state or federal rule or regulation An employer may not retaliate against an employee for having exercised their rights as a whistleblower in any former employment.

a whistleblower, the employer may be required to reinstate the employee's employment and work benefits, pay lost wages and civil monetary penalties, and take other steps necessary to comply with the law.

If you have information regarding possible violations of state or federal statutes, rules, or regulations, or violations of fiduciary responsibility by a corporation or limited liability company to its shareholders, investors, or employees, call the California State Attorney General's Whistleblower Hotline at 1-800-952-5225. The Attorney General will refer your call to the appropriate government authority for review and possible investigation.

SPECIAL RULES APPLY FOR WORK AROUND HAZARDOUS SUBSTANCES:

California Code of Regulations, title 8, section 339 (www.dir.ca.gov/title8/339.html), or

is covered by the Hazard Communication standard (www.dir.ca.gov/title8/5194.html)

must provide employees information on the hazardous chemicals in their work areas

access to safety data sheets, and training on how to use hazardous chemicals safely

on each hazardous substance in the workplace upon request of an employee, an

employee's collective bargaining representative, or an employee's physician.

exposure to potentially toxic materials or harmful physical agents.

the exposure limits allowed by Cal/OSHA standards.

WHEN CAL/OSHA COMES TO THE WORKPLACE:

regulations.

or fatality.

Employees have the right to see and copy their medical records and records of

Employers must allow access by employees or their representatives to accurate

records of employee exposures to potentially toxic materials or harmful physical

measuring of employee exposure to hazards conducted to comply with Cal/OSHA

A trained Cal/OSHA safety engineer or industrial hygienist may visit the workplace to

Inspections are also conducted when an employee files a valid complaint with Cal/

Cal/OSHA also goes on-site to the workplace to investigate a serious injury or illness,

When an inspection begins, the Cal/OSHA investigator will show official identification.

If the investigation shows that the employer has violated a safety and health standard

and specifies a date by which the violation must be abated. A notice, which carries no monetary penalty, may be issued in lieu of a citation for certain non-serious violations.

or order, Cal/OSHA may issue a citation. Each citation carries a monetary penalty

Penalty amounts depend in part on the classification of the violation as regulatory,

previous violation involving the same hazardous condition. Base penalty amounts,

penalty adjustment factors, and minimum and maximum penalty amounts are set

forth in California Code of Regulations, title 8, section 336 (www.dir.ca.gov/title8/336.

the body of any employee can result, upon conviction, in a fine of up to \$250,000 or

imprisonment up to three years, or both, and if the employer is a corporation or limited

html). In addition, a willful violation that causes death or permanent impairment of

The law provides that employers may appeal citations within 15 working days of

An employer who receives a citation, Order to Take Special Action, or Special

Order must post it or a copy, including the enclosed multi-language employee

notification, prominently at or near the place of the violation or unsafe condition for three working days, or until the unsafe condition is corrected, whichever is longer,

to warn employees of danger that may exist there. Any employee may protest the

time allowed for correction of the violation to the Division of Occupational Safety and

**Cal/OSHA Consultation Services** 

Fresno 93721

La Palma 90623

Oakland 94612

1515 Clay St., Ste 1103

2550 Mariposa Mall, Rm. 2005

(559) 445-6800

(714) 562-5525

(510) 622-2891

(916) 263-0704

(909) 383-4567

(619) 767-2060

(818) 901-5754

general, serious, repeat, or willful; and whether the employer failed to abate a

The employer, or someone the employer chooses, will be given an opportunity to

accompany the investigator during the inspection. An authorized representative of

the employees will be given the same opportunity. Where there is no authorized

employee representative, the investigator will talk to a reasonable number of

employees about safety and health conditions at the workplace.

**VIOLATIONS, CITATIONS, AND PENALTIES:** 

liability company, the fine may be up to \$1.5 million.

receipt to the Occupational Safety and Health Appeals Board.

Health or the Occupational Safety and Health Appeals Board.

Any employee or their representative has the right to observe monitoring or

make sure your company is obeying workplace safety and health laws.

agents, and notify employees of any exposures in concentration or levels exceeding

Employers shall make available on a timely and reasonable basis a safety data sheet

Employers who use any substance that is listed as a hazardous substance in

epartment of Industrial Relations

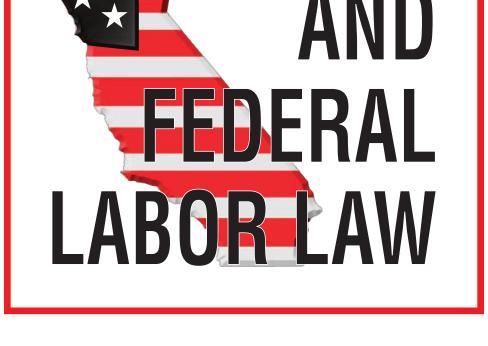
the violation or noncompliance, and to provide information to and testify before a Even if an employee does not engage in such protected activity, but their employer believes they did or will engage in protected activity in the future, they are perceived

An employer may not retaliate against an employee who is a whistleblower or An employer may not retaliate against an employee for refusing to participate

A "whistleblower" is an employee who discloses information to a government or Under California Labor Code Section 1102.5, if an employer retaliates against

How to report improper acts

Ref.: CA Lab. Code § 1102.8(a)



The Employee Polygraph Protection Act prohibits most private employers from using

**PROHIBITIONS** Employers are generally prohibited from requiring or requesting any employee or job applicant to take a lie detector test, and from discharging, disciplining, or discriminating against an employee or

**EXEMPTIONS** 

the law does not apply to tests given by the Federal Government to certain private individuals engaged in national security-related activities. The Act permits polygraph (a kind of 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 pharmaceutical manufacturers, distributors and dispensers. The Act also permits polygraph testing, subject to restrictions, of certain employees of private firms who are reasonably suspected of involvement in a workplace incident (theft, embezzlement, etc.) that resulted in economic loss to the employer

Where polygraph tests are permitted, they are subject to numerous strict standards concerning the conduct and length of the test. Examinees have a number of specific rights, including the right to a written notice before testing, the right to refuse or discontinue a test, and the right not to have test results disclosed to unauthorized persons.

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





Civil Rights

Ref.: 2 CCR § 11013(d)

The California Civil Rights Department (CRD) enforces laws that protect you from illegal discrimination and harassment in employment based on your actual or perceived: AGE (40 and above COLOR DISABILITY (physical, developmental. GENETIC INFORMATION GENDER EXPRESSION GENDER IDENTITY MARITAL STATUS MEDICAL CONDITION (genetic characteristics, cancer, or a record of MILITARY OR VETERAN STATUS REPRODUCTIVE HEALTH DECISIONMAKING SEXUAL ORIENTATION

PROHIBITS WORKPLACE **DISCRIMINATION & HARASSMENT**  Up to 12 weeks of job-protected leave to eligible employees
to care for themselves, a family member (child of any age,
spouse, domestic partner, parent, parent-in-law, grandparent,
grandchild, sibling) or a designated person (with blood or
family-like relationship to employee); to bond with a new child,
or for certain urgent military needs **HOUSING ACT PROTECTS YOUR** Up to five days of job-protected bereavement leave within three months of the death of a family member (child, spouse, parent sibling, grandparent, grandchild, domestic partner, or parent-ir

CIVIL RIGHTS AT WORK. HARASSMENT

interns, volunteers, and independent contractors by any persor This includes a prohibition against harassment based on any characteristic listed in this poster, including sexual harassment The law prohibits harassment based on a single protected characteristic or a combination of two or more protected characteristics. All employers must take reasonable steps to prevent all forms information about the illegal nature of sexual harassment and available legal remedies. available legal refinedies.

Employers with five or more employees and public employers must train their employees regarding the prevention of sexual harassment, including harassment based on gender identity,

DISCRIMINATION/REASONABLE ACCOMMODATIONS REMEDIES/FILING A COMPLAINT

1. The law provides remedies for individuals who experience . California law prohibits employers with five or more employer California law proniotis employers with rive or more employed and public employers from discriminating based on any protected characteristic listed in this poster when making decisions about hiring, promotion, pay, benefits, terms of employment, layoffs, and other aspects of employment. The law prohibits discrimination based on a single protected characteristic or a combination of two or more protected characteristics. The law provides remedies for individuals who experience prohibited discrimination, harassment, or retaliation in the workplace. These remedies can include hiring, front pay, bad pay, promotion, reinstatement, cease-and-desist orders, expe witness fees, reasonable attorney's fees and costs, punitive damages, and emotional distress damages. If you believe you have experienced discrimination, harassr or retaliation, you may file a complaint with CRD. Independi contractors and volunteers: If you believe you have been harassed, you may file a complaint with CRD. in any workplace unless justified by business necessity. The employer must notify employees of the language restriction consequences for violation. 3. Complaints must be filed within three years of the last ac

of discrimination/harassment/retaliation. For those who are under the age of 18, complaints must be filed within three years after the last act of discrimination/harassment, retaliation or one year after their eighteenth birthday, which is later. Employers cannot discriminate against an applicant or employee because they possess a California driver's license of ID issued to an undocumented person. Employers must reasonably accommodate the religious beliefs and practices of an employee, unpaid intern, or job applicant, including the wearing of clothing, lewelry, and facial or body hair that are part of an individual's observance of their religious beliefs If you have been subjected to discrimination, harassment, or retaliation at work, file a complaint with the Civil Rights Department (CRD). 5. Employers must reasonably accommodate an employee o job applicant with a disability to enable them to perform the essential functions of a job. TO FILE A COMPLAINT Employers cannot discriminate or retaliate against an employee because of their status, or because of their family member's status, as a victim of domestic violence, sexual assault,

1. Specific protections and hiring procedures for people with

For translations of this guidance, visit: www.calcivilrights.ca.gov/posters/required

stalking, and certain of the types of violence — as long as the employer knows of this status. Employers must also provide such employees safety-related reasonable accommodations. California Relay Service (711) ADDITIONAL PROTECTIONS

Code sections 12900 -12999. The regulations implementing the Act are at Code of Regulations, title 2, division 4.1

CRD-E07P-ENG / January 2025

### **EMPLOYEE RIGHTS** UNDER THE FAIR LABOR STANDARDS ACT

**FEDERAL MINIMUM WAGE** 

ADDITIONAL

The law requires employers to display this poster where employees can readily see it. OVERTIME PAY At least 11/2 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 may work outside school hours in various non-manufacturing, non-mining, non-hazardous jobs with certain work hours restrictions. Different rules apply in agricultural employment.

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 reast 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

penalties may also be assessed for violations of the FLSA's child labor provisions. Heightened

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

employee to express breast milk. 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 overtime pay provisions of the law. Civil money

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. · 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 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 pay protections and correctly classified independent contractors are not.





## **EMPLOYEE RIGHTS EMPLOYEE POLYGRAPH PROTECTION ACT**

lie detector tests either for pre-employment screening or during the course of employment.

> prospective employee for refusing to take a test or for exercising other rights under the Act. Federal, State and local governments are not affected by the law. Also,

The law does not preempt any provision of any State or local law or any collective bargaining agreement which is more restrictive with respect to

lie detector tests. **EXAMINEE** 

assess civil penalties against violators. Employees or job applicants may also bring their own court actions.

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



### STATE OF CALIFORNIA - DEPARTMENT OF INDUSTRIAL RELATIONS **Division of Workers' Compensation**

Notice to Employees--Injuries Caused By Work You may be entitled to workers' compensation benefits if you are injured or become ill because of your job. Workers' compensation covers most work-related physical or mental injuries and illnesses. An injury or illness can be caused by one event (such as hurting your back in a fall) or by repeated

Benefits. Workers' compensation benefits include: Medical Care: Doctor visits, hospital services, physical therapy, lab tests, x-rays, medicines, medical equipment and travel costs that are reasonably necessary to treat your injury. You should never see a bill. There are limits on chiropractic, physical therapy and occupational therapy visits. Temporary Disability (TD) Benefits: Payments if you lose wages while recovering. For most injuries, TD benefits may not be paid for more than 104 weeks within five years from the date of

exposures (such as hurting your wrist from doing the same motion over and over)

Supplemental Job Displacement Benefit: A nontransferable voucher, if you are injured on or after 1/1/2004, your injury causes permanent disability, and your employer does not offer you regular, modified, or alternative work. **Death Benefits:** Paid to your dependents if you die from a work-related injury or illness. Naming Your Own Physician Before Injury or Illness (Predesignation). You may be able to

causes a permanent loss of physical or mental function that a doctor can measure.

choose the doctor who will treat you for a job injury or illness. If eligible, you must tell your employer in writing, the name and address of your personal physician or medical group before you are injured. You must obtain their agreement to treat you for your work injury. For instructions, see the written information about workers' compensation that your employer is required to give to new employees. If You Get Hurt: 1. Get Medical Care. If you need emergency care, call 911 for help immediately from the hospital,

ambulance, fire department or police department. If you need first aid, contact your employer.

. Report Your Injury. Report the injury immediately to your supervisor or to an employer

representative. Don't delay. There are time limits. If you wait too long, you may lose your right

to benefits. Your employer is required to provide you with a claim form within one working day after learning about your injury. Within one working day after you file a claim form, your employer or claims administrator must authorize the provision of all treatment, up to ten thousand dollars, consistent with the applicable treatment guidelines, for your alleged injury until the claim is accepted 3. See Your Primary Treating Physician (PTP). This is the doctor with overall responsibility for

If you predesignated your personal physician or a medical group, you may see your personal physician or the medical group after you are injured. If your employer is using a medical provider network (MPN) or a health care organization (HCO) in most cases you will be treated within the MPN or HCO unless you predesignated a personal physician or medical group. An MPN is a group of physicians and health care providers who provide treatment to workers injured on the job. You should receive information from your

employer if you are covered by an HCO or a MPN. Contact your employer for more information. If your employer is not using an MPN or HCO, in most cases the claims administrator can choose the doctor who first treats you when you are injured, unless you predesignated a personal physician or medical group.

4. You may consult a licensed attorney to advise you of your rights under workers' compensation laws In most instances, attorney's fees will be paid from your recovery. 5. Medical Provider Networks. Your employer may be using an MPN, which is a group of health care providers designated to provide treatment to workers injured on the job. If you have predesignated a personal physician or medical group prior to your work injury, then you may go there to receive treatment from your predesignated doctor. If you are treating with a non-MPN doctor for an existing injury, you may be required to change to a doctor within the MPN. For more information, see the

MPN contact information below: Permanent Disability (PD) Benefits: Payments if you do not recover completely and your injury

> If you need help locating an MPN physician, call your MPN access assistant at: If you have questions about the MPN or want to file a complaint against the MPN, call the MPN

Discrimination: It is illegal for your employer to punish or fire you for having a work injury or illness, for

filing a claim, or testifying in another person's workers' compensation case. If proven, you may receive

lost wages, job reinstatement, increased benefits, and costs and expenses up to limits set by the state.

Questions? Learn more about workers' compensation by reading the information that your employer is required to give you at time of hire. If you have questions, see your employer or the claims administrator (who handles workers' compensation claims for your employer): Claims Administrator Workers' compensation insurer

(Enter "self-insured" if appropriate) You can also get free information from a State Division of Workers' Compensation Information (DWC) & Assistance Officer. The nearest Information & Assistance Officer can be found at location: or by calling toll-free (800) 736-7401. Learn more

"Workers' Compensation in California: A Guidebook for Injured Workers." False claims and false denials. Any person who makes or causes to be made any knowingly false or fraudulent material statement or material representation for the purpose of obtaining or denying workers' compensation benefits or payments is guilty of a felony and may be fined and imprisoned. Your employer may not be liable for the payment of workers' compensation benefits for any injury

that arises from your voluntary participation in any off-duty, recreational, social, or athletic

activity that is not part of your work-related duties.

information about workers' compensation online: www.dwc.ca.gov and access a useful booklet

DWC 7 (10/2024)

State of California

# **Notice to Employees**

Your employer is registered with and reporting wages to the Employment Development Department (EDD) as required by law. Wages are used for the following benefit programs, which are available to you. **Unemployment Insurance** 

Provides partial wage replacement when you are unemployed or your hours are reduced due to no fault of your own. You must meet all eligibility requirements to receive unemployment benefits. Visit File for Unemployment (edd.ca.gov/unemployment) to learn how to apply for benefits.

Funded entirely by employees' contributions

Funded entirely by employees' contributions

Provides partial wage replacement when you need to take time off work to:

 Bond with a new child. Participate in a qualifying event because of a family member's military deployment to a foreign country.

Note: Some employees may be exempt from coverage by the above insurance programs. It is illegal to make a false statement or to withhold facts to claim benefits. For additional information, visit the EDD (edd.ca.gov).

DE 1857A Rev. 45 (1-22) (Internet) Ref.: 22 CCR § 1089-1; Cal. Unemp. Ins. Code § 2706

treating your injury or illness.



Disability Insurance

Provides partial wage replacement when you are unable to work because of a non-work-related illness, injury, pregnancy, or disability You must meet all eligibility requirements to receive disability benefits.

Visit <u>Disability Insurance</u> (edd.ca.gov/Disability/Disability\_Insurance.htm) to learn how to apply for benefits. Paid Family Leave

Care for a seriously ill family member.

Visit California Paid Family Leave (edd.ca.gov/PaidFamilyLeave) to learn how to apply for benefits.

program. Auxiliary aids and services are available upon request to individuals with disabilities. Requests for services, aids, and/or alternate formats need to be made by calling 1-866-490-8879 (voice). TTY users, please call the California Relay Service at 711

#### Know Your Rights: **Workplace Discrimination is Illegal** The U.S. Equal Employment Opportunity Commission (EEOC) enforces Federal laws that Discrimination has Occurred? protect you from discrimination in empl

Who is Protected? What Organizations are Covered?

> Age (40 and older) Race, Color, Religion, Sex, Sexual discrimination lawsuit, investigation, or erference, coercion, or threats related

charge, or participating in an investigation or

Asking About, Disclosing, or Discussing Pay compensation of other applicants or employees Disability Section 503 of the Rehabilitation Act of 1973,

under such programs. Title IX of the

oligations under OFCCP's authorities should

n OFCCP's "Contact Us" webpage at

PROGRAMS OR ACTIVITIES

Race, Color, National Origin, Sex

ASSISTANCE

https://www.dol.gov/agencies/ofccp/contact.

RECEIVING FEDERAL FINANCIAL

The Vietnam Era Veterans' Readjustmen nce Act of 1974, as amended, 38 U.S.C against at work or in applying for a job, the EEOC may be able to help. vork). You can reach the EEOC in any of the

1-800-669-4000 (toll free)

1–800–669–6820 (TTY) 1–844–234–5122 (ASL video phone)

E-Mail <u>info@eeoc.gov</u> What Types of Employmen Additional information about the ... a count ... a Inder the EEOC's laws, an employer may no EMPLOYERS HOLDING FEDERAL migration status, on the bases of: The Department of Labor's Office of Federal

Executive Order 11246, as amended, prohibits ased on race, color, religion, sex, sexual What Employment Practices can be Challenged as Discriminatory? Discharge, firing, or lay-off or physical conduct) Hiring or promotion

(916) 263-2803

(714) 558-4300

(626) 471-9122

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

lef.: 29 CFR §825.300

pregnancy, childbirth, or related conditions (such as temporarily modifying your work duties, providing you with a stool or chair, or ransfer you to a less strenuous or hazardous position (if one is available) or duties if medically needed because of your pregnancy; months (the working days you normally would work in one-third of a year or 17 1/3 weeks) and return you to your same job when you are no longer disabled by your pregnancy or, in certain instances, to a comparable job. Taking PDL does not protect you from non-leave Provide a reasonable amount of break time and use of a room or other location close to the employee's work area to express breast

REGNANCY DISABILITY LEAVE Although PDL can last up to four months, you are entitled to take PDL only for the period of time during which you are disabled by pregnancy, a pregnancy-related medical condition, or childbirth our health care provider determines how much time you need After you inform your employer that you need to take PDL, your employer must guarantee in writing that you can return to work in your same or a comparable position if you request a written certification from your health care provider supporting the need for

Employers with one or more employees must not harass employees

ntermittent leave or a reduced work schedule policy for other types of medical leave. You may also be eligible or state disability insurance, administered by the California Employment Development Department. You may choose to use any vacation or other paid time off during

It is the public policy of the State of California to encourage employees to notify an A whistleblower can also be an employee who refuses to participate in an activity

SAFETY AND HEALTH PROTECTION ON THE JOB

State of California

California law provides workplace safety and health protections for workers through regulations enforced by the Division of Occupational Safety and Health (Cal/OSHA). This poster explains some basic requirements and procedures to comply with the state's workplace safety and health standards and orders. The law requires that this poster be displayed. Failure to do so could result in a substantial penalty. Cal/OSHA standards can be found at www.dir.ca.gov/samples/search/guery.htm. WHAT AN EMPLOYER MUST DO: All employers must provide work and workplaces that are safe and healthful. In other words, as an employer, you must follow state laws governing job safety and health. Failure to do so can result in a threat to the life or health of workers, and substantial monetary penalties.

responsibilities

assignment.

You must correct any hazardous condition that you know may result in injury to employees. Failure to do so could result in criminal charges, monetary penalties, and even incarceration You must notify a local Cal/OSHA district office of any serious injury or illness, or death, occurring on the job. Be sure to do this immediately after calling for emergency help to assist the injured employee. Failure to report a serious injury or illness, or death, within 8 hours can result in a minimum civil penalty of \$5,000. WHAT AN EMPLOYER MUST NEVER DO:

health regulations

adequate protection

designated representatives.

IIPP. Any employee has the right to refuse to perform work that would violate an occupational safety or health standard or order where such violation would create a real and apparent hazard to the employee or other employees. You may not be fired or punished in any way for filing a complaint about unsafe or unhealthful working conditions, or for otherwise exercising your rights to a safe and healthful workplace. If you feel that you have been fired or punished for exercising your rights, you may file a complaint about this type of discrimination by contacting the nearest office of the California Department of Industrial Relations, Division of Labor Standards Enforcement (Labor Commissioner's Office) or the San Francisco office of the U.S. Department of Labor, Occupational Safety and Health

DIVISION OF OCCUPATIONAL SAFETY AND HEALTH (CAL/OSHA) HEADQUARTERS: 1515 Clay Street, Ste. 1901, Oakland, CA 94612 - Telephone (510) 286-7000 **District Offices** 3419 Broadway St., Ste. H8, American Canyon 94503 American Canyon 7718 Meany Ave., Bakersfield 93308 Foster City Fremont Fresno Long Beach Los Angeles Monrovia

Oakland Redding San Bernarding San Diego San Francisco Van Nuys **Regional Offices** 455 Golden Gate Ave., Rm 9516, San Francisco 94102 (415) 557-0300

Sacramento

Santa Ana

Monrovia

83705

012025

1065 East Hillsdale Bl., Ste. 110, Foster City 94404 39141 Civic Center Dr., Ste. 310, Fremont 94538 2550 Mariposa St., Rm. 4000, Fresno 93721 (559) 445-5302 1500 Hughes Way, Suite C-201, Long Beach 90810 (424) 450-2630 320 West Fourth St., Rm. 820, Los Angeles 90013 (213) 576-7451 4206 Technology Dr., Ste. 3, Modesto 95356 (209) 545-7310 800 Royal Oaks Dr., Ste. 105, Monrovia 91016 (626) 239-0369 1515 Clay St., Ste. 1303, Box 41, Oakland 94612 (510) 622-2916 381 Hemsted Dr., Redding 96002 (530) 224-4743 1750 Howe Ave., Ste. 430, Sacramento 95825 (916) 263-2800 464 West Fourth St., Ste. 332, San Bernardino 92401 (909) 383-4321 7575 Metropolitan Dr., Ste. 207, San Diego 92108 (619) 767-2280 455 Golden Gate Ave., Rm. 9516, San Francisco 94102 (415) 557-0100 2 MacArthur Place, Ste. 720, Santa Ana 92707 (714) 558-4451 6150 Van Nuys Blvd., Ste. 405, Van Nuys 91401 (818) 901-5403

1750 Howe Ave., Ste. 440, Sacramento 95825

2 MacArthur Place, Ste. 720, Santa Ana 92707

800 Royal Oaks Dr., Ste. 105, Monrovia 91016

•La Palma / Los Angeles / 1 Centerpointe Dr., Ste. 150 Orange County ·Oakland/ Bay Area Sacramento / Northern CA ·San Bernardino

To learn more about workplace safety rules, you may contact Cal/OSHA Consultation Services for free information, required forms, and publications. You can also contact a local district

Call the FREE Worker Information Helpline – (833) 579-0927

office of Cal/OSHA. If you prefer, you may retain a competent private consultant, or ask your workers' compensation insurance carrier for guidance in obtaining information

(707) 649-3700

1750 Howe Ave., Ste. 490 Sacramento 95825 ·San Diego / Imperial County •San Fernando Valley

Field / Area Offices

Fresno / Central Valley

464 West Fourth St., Ste. 339 San Bernardino 92401 7575 Metropolitan Dr., Ste. 204 San Diego 92108 6150 Van Nuys Blvd., Ste. 307 Van Nuys 91401 Consultation Region Office -Fresno 93721

2550 Mariposa Mall, Rm. 3014 (559) 445-6800 forcement of Cal/OSHA workplace safety and health standards is carried out by the Division of Occupational Safety and Health, under the California Department of Industrial Relations, which ha orimary responsibility for administering the Cal/OSHA program. Safety and health standards are promulgated by the Occupational Safety and Health Standards Board. Anyone desiring to register a complaint alleging inadequacy in the administration of the California Occupational Safety and Health Plan may do so by contacting the San Francisco Regional Office of the Occupational Safety and Health Administration (OSHA), U.S. Department of Labor Tel: (415) 625-2547. OSHA monitors the operation of state plans to assure that continued approval ismerited



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