

# LaborLawCenter.com 1-800-745-9970 • Product ID: NY50-C175



Compliance Code: NY-0121-F02 • Check Compliance By Scanning Here •

## **EEOC - EQUAL EMPLOYMENT OPPORTUNITY IS THE LAW**

## WORKPLACE DISCRIMINATION IS ILLEGAL

The U.S. Equal Employment Opportunity Commission (EEOC) enforces Federal laws that protect you from discrimination in employment. If you believe you've been discriminated against at work or in applying for a job, the EEOC may be able to help.

#### WHO IS PROTECTED?

Employees (current and former), including managers and temporary employees: Job belief, observance or practice: Benefits: Job training: Classification: Referral: Obtaining applicants; Union members and applicants for membership in a union **WHAT ORGANIZATIONS ARE COVERED?** 

NEW YORK

Most private members; State and local governments (as employers); Educational opposing discrimination, filing a charge or participating in an investigation or proceeding nstitutions (as employers); Unions; Staffing agencies

#### WHAT TYPES OF EMPLOYMENT DISCRIMINATION ARE ILLEGAL? Under the EEOC's laws, an employer may not discriminate against you, regardless of are strict time limits for filing a charge of discrimination (180 or 300 days, depending on

our immigration status, on the bases of: Race; Color; Religion; National origin; Sex (including pregnancy and related conditions, Submit an inquiry through the EEOC's public portal: sexual orientation, or gender identity); Age (40 and older); Disability; Genetic information https://publicportal.eeoc.gov/Portal/Login.aspx including employer requests for, or purchase, use, or disclosure of genetic tests, genetic Call services, or family medical history); Retaliation for filing a charge, reasonably opposing ination, or participating in a discrimination lawsuit, investigation, or proceeding. HAT EMPLOYMENT PRACTICES CAN BE CHALLENGED AS DISCRIMINATORY?

All aspects of employment, including: E-Mail info@eeoc.gov Discharge, firing, or lay-off; Harassment (including unwelcome verbal or physical conduct); Hiring or promotion; Assignment; Pay (unequal wages or compensation);

1-800-669-4000 (toll free) 1-800-669-6820 (TTY) 1-844-234-5122 (ASL video phone) Visit an EEOC field office (information at www.eeoc.gov/field-office) Additional information about the EEOC, including information about filing a charge of discrimination, is available at www.eeoc.gov.

Failure to provide reasonable accommodation for a disability or a sincerely-held religious

or disclosing genetic information of employees; Requesting or disclosing medical

information of employees; Conduct that might reasonably discourage someone from

Contact the EEOC promptly if you suspect discrimination. Do not delay, because there

WHAT CAN YOU DO IF YOU BELIEVE DISCRIMINATION HAS OCCURRED?

where you live/ work). You can reach the EEOC in any of the following ways:

#### **EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS**

The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) enforces the nondiscrimination and affirmative action commitments of companies doing business with the Federal Government. If you are applying for a job with, or are an employee of, a company with a Federal contract or subcontract, you are protected under Federal law from discrimination on the following bases:

RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, NATIONAL of 1974, as amended, 38 U.S.C. 4212, prohibits employment discrimination against, and aspects of employment.

ASKING ABOUT, DISCLOSING, OR DISCUSSING PAY Executive Order 11246, as amended, RETALIATION Retaliation is prohibited against a person who files a complaint of protects applicants and employees of Federal contractors from discrimination based on discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination nquiring about, disclosing, or discussing their compensation or the compensation of by Federal contractors under these Federal laws. other applicants or employees.

individuals with disabilities from discrimination in hiring, promotion, discharge, pay, of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, 200 fringe benefits, job training, classification, referral, and other aspects of employment Constitution Avenue, N.W., Washington, D.C. 20210, 1–800–397–6251 (toll-free). If by Federal contractors. Disability discrimination includes not making reasonable you are deaf, hard of hearing, or have a speech disability, please dial 7–1–1 to access accommodation to the known physical or mental limitations of an otherwise qualified telecommunications relay services. OFCCP may also be contacted by submitting a individual with a disability who is an applicant or employee, barring undue hardship to question online to OFCCP's Help Desk at https://ofccphelpdesk.dol.gov/s/, or by calling the employer. Section 503 also requires that Federal contractors take affirmative action an OFCCP regional or district office, listed in most telephone directories under U.S. to employ and advance in employment qualified individuals with disabilities at all levels Government, Department of Labor and on OFCCP's "Contact Us" webpage at https:// of employment, including the executive level. **PROTECTED VETERAN STATUS** The Vietnam Era Veterans' Readjustment Assistance Act

**ORIGIN** Executive Order 11246, as amended, prohibits employment discrimination by requires affirmative action to recruit, employ, and advance in employment, disabled Federal contractors based on race, color, religion, sex, sexual orientation, gender identity, veterans, recently separated veterans (i.e., within three years of discharge or release from or national origin, and requires affirmative action to ensure equality of opportunity in all active duty), active duty wartime or campaign badge veterans, or Armed Forces service medal veterans

Any person who believes a contractor has violated its nondiscrimination or affirmative DISABILITY Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified action obligations under OFCCP's authorities should contact immediately: The Office www.dol.gov/agencies/ofccp/contact.

#### PROGRAMS OR ACTIVITIES RECEIVING FEDERAL FINANCIAL ASSISTANCE

Civil Rights Act of 1964, as amended, Title VI of the Civil Rights Act of 1964, as amended, amended, prohibits employment discrimination on the basis of disability in any program prohibits discrimination on the basis of race, color or national origin in programs or or activity which receives Federal financial assistance. Discrimination is prohibited in all by Title VI if the primary objective of the financial assistance is provision of employment, accommodation, can perform the essential functions of the job.

RACE, COLOR, NATIONAL ORIGIN, SEX In addition to the protections of Title VII of the INDIVIDUALS WITH DISABILITIES Section 504 of the Rehabilitation Act of 1973, as activities receiving Federal finan-cial assistance. Employment discrimination is covered aspects of employment against persons with disabilities who, with or without reasonable

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(Revised 10/20/2022)

## **NEW YORK MINIMUM WAGE**

WE ARE YOUR DOL NEW YORK STATE OF CONTINUES OF Labor

## Attention Miscellaneous Industry Employees Minimum Wage hourly rates effective 12/31/2022 - 12/30/2023

#### **New York City** Small Employers (10 or less employees) Large Employers (11 or more employees) Minimum Wage \$15.00 Minimum Wage \$15.00 Overtime after 40 hours \$22.50 Overtime after 40 hours \$22.50 Tipped workers \$15.00 Tipped workers \$15.00 Overtime after 40 hours \$22.50 Overtime after 40 hours \$22.50

## RIGHT OF NURSING MOTHERS TO EXPRESS BREAST MILK

## **NEW YORK BREASTFEEDING:**

Section 206-c of the New York State Labor Law provides as follows: Right of Nursing Mothers to Express Breast Milk. An employer shall provide reasonable unpaid break time or permit an employee to express breast milk for her nursing child for up to three years following child birth. The employer shall make reasonable efforts to provide a room or other location, in close proximity to the work area, where an employee can express milk in privacy. No employer shall discriminate in any way against an employee who chooses to express breast milk in the workplace. An employee wishing to avail herself of this benefit is required to give her employer advance notice. Such notice shall preferably be provided to the employer prior to the employee's return to work following the birth of the child in order to allow the employer an opportunity to establish a location and schedule leave time amongst multiple employees if needed. Rev. 10/08

## **BLOOD DONATION LEAVE**

of blood donation leaves are Off-Premises Blood Donation and Donation Leave Alternatives.

employees for donation leave alternatives shall be paid leave given without requiring the employee to use accumulated vacation, personal, sick, or other already existing leave time.

Off-Premises Donation - Employees taking leave for off-premises blood donation shall be permitted at least one leave period per calendar year of three hours duration during the employee's regular work schedule. Employers are not required to allow off-premises blood donation leave under Labor Law § 202-j to accrue if it is not used during the calendar year. Leave granted to employees for off-premises blood donation is not required to be paid leave.

Donation Leave Alternatives - Leave for blood donation leave alternatives shall be given twice per calendar year and it shall be paid leave given without use of vacation, personal, sick, or other already existing leave accruals. Under the Donation Leave Alternatives, the donating of blood should be at a convenient time and place set by the employer. The time shall not be a time outside an employee's normal work hours nor shall the location be not reasonable travel distance for an employee. If an employee provides prompt notice that he or she is not or was not able to participate in a blood donation leave alternative because the employee is or was on leave (such as sick or vacation leave), and if as a result the employer has not provided the employee with the opportunity to participate in at least two blood leave alternatives during working hours in a calendar year, the employer must either make available another such alternative to the employee, or allow the employee to take leave to make an off-premises donation. Employees donating blood during a blood donation leave alternative must be allowed sufficient leave time necessary to donate blood, to recover, including partaking nourishment after donating, and to return to work.

Our company's blood donation will occur:

Please indicate time and place

Should you have any questions, please contact:

## **EMPLOYEE POLYGRAPH PROTECTION ACT**

#### EMPLOYEE RIGHTS | EMPLOYEE POLYGRAPH PROTECTION ACT

The Employee Polygraph Protection Act prohibits most private any State or local law or any collective bargaining agreement which is employers from using lie detector tests either for pre-employment more restrictive with respect to lie detector tests. screening or during the course of employment.

Government to certain private individuals engaged in national securityrelated activities. The Act permits polygraph (a kind of lie detector) tests to be administered in the private sector, subject to restrictions, to certain The Act also permits polygraph testing, subject to restrictions, of certain employees of private firms who are reasonably suspected of involvement n a workplace incident (theft, embezzlement, etc.) that resulted in nomic loss to the employer. The law does not preempt any provision of

requesting any employee or job applicant to take a lie detector test, and test. Examinees have a number of specific rights, including the right to a from discharging, disciplining, or discriminating against an employee or written notice before testing, the right to refuse or discontinue a test, and

> **ENFORCEMENT** The Secretary of Labor may bring court actions to restrain violations and assess civil penalties against violators. Employees or job

EMPLOYEES AND JOB APPLICANTS CAN READILY SEE IT. WAGE AND HOUR DIVISION ITED STATES DEPARTMENT OF LABOR

or her wages. The failure of an employee to adhere to such reasonable

limitations in such written policy shall be an affirmative defense to any

claims made against an employer under this subdivision, provided that

any adverse employment action taken by the employer was for failure

to adhere to such reasonable limitations and not for mere inquiry,

discussion or disclosure of wages in accordance with such reasonable

who has access to the wage information of other employees as a par of such employee's essential job functions discloses the wages of such

other employees to individuals who do not otherwise have access to

such information, unless such disclosure is in response to a complaint

or charge, or in furtherance of an investigation, proceeding, hearing,

or action under this chapter, including an investigation conducted by

) Nothing in this section shall be construed to limit the rights of an

employee provided under any other provision of law or collective

For questions, write or call your nearest office, (listed below). of the:

New York State Department of Labor

Division of Labor Standards

75 Varick Street,

(212) 775-3880

(585) 258-4550

New York, NY 10013

Rochester, NY 14609

7th Floor

Rm. 104

New York City District Syracuse District

**Rochester Sub-District** White Plains District

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Publication Date — April 2017

• If you leave your job to perform military service, you have the right to

elect to continue your existing employer-based health plan coverage for

· Even if you don't elect to continue coverage during your military service,

you have the right to be reinstated in your employer's health plan when

you are reemployed, generally without any waiting periods or exclusions

(e.g., pre-existing condition exclusions) except for service-connected

• The U.S. Department of Labor, Veterans Employment and Training Service

(VETS) is authorized to investigate and resolve complaints of USERRA

• For assistance in filing a complaint, or for any other information or

USERRA, contact VETS at 1-866-4-USA-DOL or visit its website at

If you file a complaint with VETS and VETS is unable to resolve it, you may

request that your case be referred to the Department of Justice or the

viewed at http://www.dol.gov/elaws/userra.htm.

Office of Special Counsel, as applicable, for representation

http://www.dol.gov/vets. An interactive online USERRA Advisor can be

you and your dependents for up to 24 months while in the military.

333 East Washington

Syracuse, NY 13202

120 Bloomingdale Road

White Plains, NY 10605

LS 603 (08/20)

treet, Rm. 121

(315) 428-4057

(914) 997-9521

(d) This prohibition shall not apply to instances in which an employee

limitations in such written policy.

the employer.

argaining agreement.

## **UNEMPLOYMENT INSURANCE**

#### ATTENTION EMPLOYERS NOTICE REGARDING UNEMPLOYMENT INSURANCE

The New York State unemployment insurance program, which is administered by the State Labor Department, provides immediate, short-term financial protection for people who are out of work through no fault of their own. It is financed by employers through a tax on their payrolls. If

## FMLA - FAMILY AND MEDICAL LEAVE ACT

## EMPLOYEE RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT

THE UNITED STATES DEPARTMENT OF LABOR WAGE AND HOUR DIVISION

LEAVE ENTITLEMENTS Eligible employees who work for a covered employer can take \*Special "hours of service" requirements apply to airline flight crew employees up to 12 weeks of unpaid, job-protected leave in a 12-month period for the following **REQUESTING LEAVE** Generally, employees must give 30-days' advance notice of the need for FMLA leave. If it is not possible to give 30-days' notice, an employee must notify

The birth of a child or placement of a child for adoption or foster care; the employer as soon as possible and, generally, follow the employer's usual procedures. To bond with a child (leave must be taken within 1 year of the child's birth or placement); Employees do not have to share a medical diagnosis, but must provide enough To care for the employee's spouse, child, or parent who has a qualifying serious health information to the employer so it can determine if the leave qualifies for FMLA

condition: protection. Sufficient information could include informing an employer that the employee is or will be unable to perform his or her job functions, that a family member For the employee's own qualifying serious health condition that makes the employee cannot perform daily activities, or that hospitalization or continuing medical treatment unable to perform the employee's job;

For qualifying exigencies related to the foreign deployment of a military member who is necessary. Employees must inform the employer if the need for leave is for a reason for which FMLA leave was previously taken or certified. Employers can require a certification s the employee's spouse, child, or parent.

n eligible employee who is a covered servicemember's spouse, child, parent, or next of or periodic recertification supporting the need for leave. If the employer determines that kin may also take up to 26 weeks of FMLA leave in a single 12-month period to care for the certification is incomplete, it must provide a written notice indicating what additional the servicemember with a serious injury or illness. An employee does not need to use information is required.

leave in one block. When it is medically necessary or otherwise permitted, employees EMPLOYER RESPONSIBILITIES Once an employer becomes aware that an employee's may take leave intermittently or on a reduced schedule. Employees may choose, or an need for leave is for a reason that may qualify under the FMLA, the employeer must notify employer may require, use of accrued paid leave while taking FMLA leave. If an employee 🚽 the employee if he or she is eligible for FMLA leave and, if eligible, must also provide a substitutes accrued paid leave for FMLA leave, the employee must comply with the notice of rights and responsibilities under the FMLA. If the employee is not eligible, the employer's normal paid leave policies.

SENEFITS & PROTECTIONS While employees are on FMLA leave, employers must leave will be designated as FMLA leave, and if so, how much leave will be designated as continue health insurance coverage as if the employees were not on leave. Upon return FMLA leave. om FMLA leave, most employees must be restored to the same job or one nearly **ENFORCEMENT** Employees may file a complaint with the U.S. Department of Labor dentical to it with equivalent pay, benefits, and other employment terms and conditions. An employer may not interfere with an individual's FMLA rights or retaliate against does not affect any federal or state law prohibiting discrimination or supersede any state someone for using or trying to use FMLA leave, opposing any practice made unlawful by or local law or collective bargaining agreement that provides greater family or medical

the FMLA, or being involved in any proceeding under or related to the FMLA. ELIGIBILITY REQUIREMENTS An employee who works for a covered employer must meet three criteria in order to be eligible for FMLA leave. The employee must: Have worked for the employer for at least 12 months; Have at least 1,250 hours of service in the 12 months before taking leave;\* and Work at a location where the employer has at least 50 employees within 75 miles of the employee's worksite.

nal information or to file a complain 1-866-4-USWAGE **SWHX** (1-866-487-9243) TTY: 1-877-889-5627 WWW.WAGEHOUR.DOL.GOV U.S. Department of Labor | Wage and Hour Division

employer must provide a reason for ineligibility. Employers must notify its employees if

Wage and Hour Division, or may bring a private lawsuit against an employer. The FMLA

## SCHEDULE OF HOURS OF WORK FOR MINORS

## Following are the HOURS OF WORK FOR MINORS UNDER EIGHTEEN employed at

leave rights

回路回

(Please provide name of establishment on the above line.)	
Please provide daily starting time and ending time, including meal periods, for every day each minor is scheduled to work.	

Name of Minor		d) Out			(Meal Out		Wed In		Thu · In			Period In	) Out	(Meal/ Out	
	 	 	 	 	 	 		 	 	 	 	 · · · · · · · · · · · · · · · · · · ·		 	 _

A SCHEDULE OF HOURS OF WORK FOR MINORS UNDER 18 YEARS OF AGE MUST BE POSTED IN THE ESTABLISHMENT BY THE EMPLOYER.

## **OSHA - THE OCCUPATIONAL SAFETY AND HEALTH ACT**





Provide employees a workplace free from

recognized hazards. It is illegal to retaliate

against an employee for using any of their

health and safety concern with you or with

OSHA, or reporting a work-related injury or

rights under the law, including raising a

workplace fatality or within 24 hours of

Provide required training to all workers

in a language and vocabulary they can

Prominently display this poster in the

Post OSHA citations at or near the place

On-Site Consultation services are available

to small and medium-sized employers,

any work-related inpatient hospitalization,

Comply with all applicable OSHA

Notify OSHA within 8 hours of a

amputation, or loss of an eve.

of the alleged violations.

**Employers must:** 

illness.

standards.

understand.

workplace.

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

prospective employees of security service firms (armored car, alarm, and quard), and of pharmaceutical manufacturers, distributors and dispensers.

EXAMINEE RIGHTS Where polygraph tests are permitted, they are subject PROHIBITIONS Employers are generally prohibited from requiring or to numerous strict standards concerning the conduct and length of the

the right not to have test results disclosed to unauthorized persons.

applicants may also bring their own court actions. THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS POSTER WHERE

> -866-487-9243 TTY: 1-877-889-5627 www.dol.gov/whd WH1462 REV 07/16

LS 703 (03-16)

Please indicate administrator

Section 202-j of the Labor Law mandates that employers provide leave time to employees for the purpose of donating blood. The two types Compensation for Leave - Leave granted to employees for off-premises blood donation is not required to be paid leave. leave taken by

Long Island and Westchester County	Remainder of New York State							
Minimum Wage <b>\$15.00</b>	Minimum Wage <b>\$14.20</b>							
Overtime after 40 hours \$22.50	Overtime after 40 hours \$21.30							
Tipped workers \$15.00	Tipped workers \$14.20							
Overtime after 40 hours \$22.50	Overtime after 40 hours \$21.30							
If you have questions, need more information or want to file a complaint, please visit <u>www.labor.ny.gov/minimumwage</u> or call: <b>1-888-469-7365</b> .								
Credits and Allowances that may reduce your pay below the minimum wage rates shown above:								
• <b>Tips</b> – Beginning December 31, 2020, your employer must pay the full applicable minimum wage rate, and cannot take any tip credit. • <b>Meals and lodging</b> – Your employer may claim a limited amount of your wages for meals and lodging that they provide to you, as long as they do not charge you anything else. The rates and requirements are set forth in wage orders and summaries, which are available online.								

#### Extra Pay you may be owed in addition to the minimum wage rates shown above:

• <b>Overtime</b> – You must be paid 1½ times your regular rate of pay (no less than amounts shown above) for weekly hours over 40 (or 44 for residential employees).	your employer sends you home early, you may	Uniform maintenance – If you clean your own uniform, you may be entitled to additional weekly pay. The weekly rates are available online.
<i>Exceptions:</i> Overtime is not required for salaried professionals, or for executives and administrative staff whose weekly salary is more than 75 times	<ul> <li>Spread of hours – If your workday lasts longer than ten hours, you may be entitled to extra daily pay. The daily rate is equal to one hour of pay at</li> </ul>	Minimum Wage Poster Post in Plain View
the minimum wage rate.	the minimum wage rate.	LS 207 (11/22)

## RIGHT TO KNOW

# **YOU HAVE A RIGHT TO KNOW!**

Your employer must inform you of the health effects and hazards of toxic substances at your worksite.

Learn all you can about toxic substances on your job.

## For more information, contact:

Doreen Martin

Name

Scio CSD, Custodial Office - 585-593-5510 ext. 1241

Location & Phone Number

THE RIGHT TO KNOW LAW WORKS FOR YOU. **NEW YORK STATE DEPARTMENT OF HEALTH** 

2706

## ANTI-DISCRIMINATION NOTICE

It is illegal to discriminate against work-authorized individuals. Employers CANNOT specify which document(s) they will accept from an employee. The refusal to hire an individual because the documents have a future expiration date may also constitute illegal discrimination. For information, please contact The Office of Special Counsel for Immigration Related Unfair Employment Practices Office at 800-255-7688.

## DISCRIMINATION



# 1-888-392-3644 WWW.DHR.NY.GOV

DEL ESTADO DE NUEVA YORK (LEY EJECUTIVA, SECCIÓN 15)

THIS ESTABLISHMENT IS SUBJECT TO THE NEW YORK STATE HUMAN **RIGHTS LAW (EXECUTIVE LAW, ARTICLE 15)** 

DISCRIMINATION BASED UPON AGE, RACE, CREED, COLOR, LA LEY DE DERECHOS HUMANOS DEL ESTADO DE NUEVA NATIONAL ORIGIN, SEXUAL ORIENTATION, MILITARY STATUS, YORK PROHÍBE LA DISCRIMINACIÓN POR EDAD, RAZA, CREDO, GENDER IDENTITY OR EXPRESSION, COLOR, ORIGEN NACIONAL, ORIENTACIÓN SEXUAL, ESTATUS DISABILITY OR MARITAL STATUS IS PROHIBITED BY THE NEW MILITAR, SEXO, EMBARAZO, IDENTIDAD O EXPRESIÓN DE YORK STATE HUMAN RIGHTS LAW. SEXUAL HARASSMENT OR GÉNERO, DISCAPACIDAD O ESTADO CIVIL. TAMBIÉN ESTÁ HARASSMENT BASED UPON ANY OF THESE PROTECTED CLASSES PROHIBIDO EL ACOSO SEXUAL O EL ACOSO POR CUALQUIERA DE **ALSO IS PROHIBITED** 

ALL EMPLOYERS (until February 8, 2020, only employers with 4 or more employees are covered), EMPLOYMENT AGENCIES, LABOR ORGANIZATIONS AND APPRENTICESHIP TRAINING PROGRAMS

Also prohibited: discrimination in employment on the basis of Sabbath observance or religious practices; hairstyles associated with race (also applies to all areas listed below); prior arrest or conviction record; related conditions; domestic violence victim status.

**ESTAS CLASES PROTEGIDAS.** TODOS LOS EMPLEADORES (hasta el 8 de febrero de 2020, solo los empleadores de cuatro o más personas), AGENCIAS DE EMPLEO, ORGANIZACIONES DE TRABAJO Y PROGRAMAS DE CAPACITACIÓN **DE APRENDICES** 

ESESTE ESTABLECIMIENTO ESTÁ SUJETO A LA LEY DE DERECHOS HUMANOS

Asimismo, está prohibida la discriminación en el empleo sobre la base de la observancia del Shabat o prácticas religiosas; peinados asociados con la raza (también se aplica a las áreas enumeradas a continuación) arresto previo predisposing genetic characteristics; familial status; pregnancy- o antecedentes penales; las características genéticas predisponentes; el estado civil; las condiciones relacionadas con el embarazo.

you pay compensation to individuals for their services, you may be liable for Unemployment Insurance and Withholding taxes and wage reporting responsibilities. In order to determine if your business is liable for Unemployment Insurance, please contact, 1-800-829-3676. Upon registration, employers (except household employers) will receive a poster, "Notice to Employees", IA 133, which informs their workers that their jobs are protected by unemployment insurance. It must be posted where it may easily be seen by employees. Additional copies may be obtained by contacting the nearest Unemployment Insurance Tax Services Office or the Department of Labor, Registration Subsection at 518-457-4179.

## EQUAL PAY NOTICE

NEW YORK STATE OF OPPORTUNITY. Of Labor Equal Pay Provision of the New York State Labor Law Division of Labor Standards www.labor.nv.gov Article 6, Section 194

§ 194. Differential in rate of pay because of protected class status prohibited. (b) An employer may, in a written policy provided to all employees, No employee with status within one or more protected class or classes shal establish reasonable workplace and workday limitations on the time, place and manner for inquires about, discussion of, or the disclosure be paid a wage at a rate less than the rate at which an employee without status within the same protected class or classes in the same establishment of wages. Such limitations shall be consistent with standards is paid for: (a) equal work on a job the performance of which requires equa promulgated by the commissioner and shall be consistent with all other state and federal laws. Such limitations may include prohibiting skill, effort and responsibility, and which is performed under similar working an employee from discussing or disclosing the wages of another conditions, or (b) substantially similar work, when viewed as a composite of skill, effort, and responsibility, and performed under similar working employee without such employee's prior permission. Nothing in this subdivision shall require an employee to disclose his onditions; except where payment is made pursuant to a differential based

a seniority system

(ii) a merit system; (iii) a system which measures earnings by guantity or guality of production; or

iv) a bona fide factor other than status within one or more protected class or classes, such as education, training, or experience. Such factor: (A) shall not be based upon or derived from a differential in compensation based on status within one or more protected class

or classes and (B) shall be job-related with respect to the position in guestion and shall be consistent with business necessity. Such exception under this paragraph shall not apply when the employee demonstrates (1) that an employer uses a particular employment practice that

causes a disparate impact on the basis of status within one or more protected class or classes, (2) that an alternative employment practice exists that would serve the same business purpose and not produce such differential,

(3) that the employer has refused to adopt such alternative practice. or the purpose of subdivision one of this section

a) "business necessity" shall be defined as a factor that bears a manifest relationship to the employment in question, and

b) "protected class" shall include age, race, creed, color, national origin, Albany District sexual orientation, gender identity or expression, military status, State Office Campus sex, disability, predisposing genetic characteristics, familial status, Bldg. 12, Rm. 185A marital status, or domestic violence victim status, and any employee Albany, NY 12240 protected from discrimination pursuant to paragraphs (a), (b), and (c) (518)457-2730 of subdivision one of section two hundred ninety-six and any intern **Buffalo District** protected from discrimination pursuant to section two hundred ninety-290 Main Street, Rm. 226, 276 Waring Road, six-c of the executive law. Buffalo, NY 14202 For the purposes of subdivision one of this section, employees shall be (716) 847-7141 deemed to work in the same establishment if the employees work for the same employer at workplaces located in the same geographical region,

**Garden City District** no larger than a county, taking into account population distribution, 400 Oak Street, Suite 101 conomic activity, and/or the presence of municipalities. Garden City, NY 11530 (a) No employer shall prohibit an employee from inquiring about, discussing, (516) 794-8195 or disclosing the wages of such employee or another employee

## WITHHOLDING STATUS

## YOU MAY NEED TO CHECK YOUR WITHHOLDING

Since you last filed form W-4 with your employer did you	<ul><li>Your itemized deductions?</li><li>Your tax credits?</li></ul>	Calculator at <i>www.irs.gov/individuals</i> on the IRS web site.
<ul> <li>Marry or divorce?</li> <li>Gain or lose a dependent?</li> <li>Change your name?</li> </ul>	If you can answer "YES" To any of these questions or you owed extra tax when you filed your last return, you may need to	<b>Employer:</b> Please post or publish this Bulletin Board Poster so that your employees will see it. Please indicate where they can get forms and
Were there major changes to	file a new form W-4. See your employer for a	information on this subject.
<ul> <li>Your nonwage income (interest, dividends, capital gains, etc.)?</li> <li>Your family wage income (you or your spouse started or ended a job)?</li> </ul>	copy of Form W-4 or call the IRS at 1-800-829- 3676. Now is the time to check your withholding. For more details, get Publication 919, How Do I Adjust MyTax Withholding?, or use the Withholding	Publication 213 (Rev. 8-2009) Cat. No. 11047P Internal Revenue Service www.irs.gov

## **RIGHT TO VOTE**

## **ATTENTION ALL EMPLOYEES**

TIME ALLOWED EMPLOYEES TO VOTE ON ELECTION DAY

N.Y. ELECTION LAW SECTION 3-110<sup>I</sup> STATES THAT:

• IF YOU DO NOT HAVE 4 CONSECUTIVE HOURS TO VOTE, EITHER FROM THE OPENING OF THE POLLS TO THE BEGINNING OF YOUR WORKING SHIFT, OR BETWEEN THE END OF YOUR WORKING SHIFT AND THE CLOSING OF THE POLLS, YOU MAY TAKE OFF UP TO 2 HOURS, WITHOUT LOSS OF PAY, TO ALLOW YOU TIME TO VOTE IF YOU ARE A REGISTERED VOTER.

YOU MAY TAKE TIME OFF AT THE BEGINNING OR END OF YOUR WORKING SHIFT, AS YOUR EMPLOYER MAY DESIGNATE, UNLESS OTHERWISE MUTUALLY AGREED. • YOU MUST NOTIFY YOUR EMPLOYER NOT LESS THAN 2 DAYS, BUT NOT MORE THAN 10 DAYS, BEFORE THE DAY OF THE ELECTION

THAT YOU WILL TAKE TIME OFF TO VOTE.

Employers: Not less than ten working days before any Election Day, every employer shall post conspicuously in the place of work where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of this law. Such notice shall be kept posted until the close of the polls on Election Day. Revised 4.14.2020

## WORKERS' COMPENSATION

## **WORKERS' COMPENSATION NOTICE**

## All workers have the right to:

- A safe workplace.
- Raise a safety or health concern with your employer or OSHA, or report a workrelated injury or illness, without being retaliated against.
- Receive information and training on job hazards, including all hazardous substances in your workplace.
- Request a confidential OSHA inspection of your workplace if you believe there are unsafe or unhealthy conditions. You have the right to have a representative contact OSHA on your behalf.
- Participate (or have your representative) participate) in an OSHA inspection and speak in private to the inspector.
- File a complaint with OSHA within 30 days (by phone, online or by mail) if you have been retaliated against for using your rights.
- See any OSHA citations issued to your employer.

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

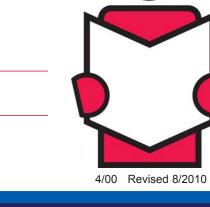
This poster is available free from OSHA.

Contact OSHA. We can help.

# without citation or penalty, through OSHAsupported consultation programs in every state.

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

## PUBLIC EMPLOYEES JOB SAFETY AND HEALTH PROTECTION



Reasonable accommodations for persons with disabilities and pregnancy-related conditions including lactation may be required. A reasonable accommodation is an adjustment to a job or work environment that enables a person with a disability to perform the essential functions of a job in a reasonable manner.

Also covered: domestic workers are protected from harassment and retaliation; interns and nonemployees working in the workplace (for example temp or contract workers) are protected from all discrimination described above.

## RENTAL, LEASE OR SALE OF HOUSING, LAND AND COMMERCIAL SPACE, INCLUDING ACTIVITIES OF REAL ESTATE BROKERS AND SALES PEOPLE

Also prohibited: discrimination on the basis of lawful source of income (for example housing vouchers, disability benefits, child support); familial status (families with children or being pregnant); prior arrest or sealed conviction; commercial boycotts or blockbusting Reasonable accommodations and modifications for persons with disabilities may also be required. Does not apply to:

(1) rental of an apartment in an owner-occupied two-family house (2) restrictions of all rooms in a housing accommodation to individuals of the same sex

(3) rental of a room by the occupant of a house or apartment (4) sale, rental, or lease of accommodations of housing exclusively to persons 55 years of age or older, and the spouse of such persons

#### ALL CREDIT TRANSACTIONS INCLUDING FINANCING FOR PURCHASE, MAINTENANCE AND REPAIR OF HOUSING

## PLACES OF PUBLIC ACCOMMODATION SUCH AS RESTAURANTS, HOTELS, HOSPITALS AND MEDICAL OFFICES, CLUBS, PARKS AND **GOVERNMENT OFFICES**

Exception: Age is not a covered classification relative to public accommodations. Reasonable accommodations for persons with disabilities may also be required.

#### **EDUCATION INSTITUTIONS**

All public schools and private nonprofit schools, at all education levels, excluding those run by religious organizations.

#### ADVERTISING AND APPLICATIONS RELATING TO EMPLOYMENT, REAL ESTATE, PLACES OF PUBLIC ACCOMMODATION AND CREDIT TRANSACTIONS MAY NOT EXPRESS ANY DISCRIMINATION

If you wish to file a formal complaint with the Division of Human Rights, you must do so within one year after the discrimination occurred. The Division's services are provided free of charge. If you wish to file a complaint in State Court, you may do so within

Division and the State Court.

## Retaliation for filing a complaint or opposing discriminatory practices is prohibited. You may file a complaint with the Division if you have been retaliated against.

FOR FURTHER INFORMATION, WRITE OR CALL THE DIVISION'S NEAREST OFFICE. HEADQUARTERS: ONE FORDHAM PLAZA, 4TH FLOOR, BRONX, NY 10458

Es posible que sea necesario hacer acomodos razonables para personas con discapacidades y condiciones relacionadas con el embarazo incluyendo lactación. Un arreglo razonable es una adaptación a un trabajo o entorno laboral que permita que una persona con discapacidad realice las tareas esenciales de un trabajo de manera razonable.

También están cubiertos: trabajadores domésticos están protegidos en casos acoso y represalias; internos y no empleados cuales trabajan en el lugar de trabajo (por ejemplo trabajadores temporarios o contratantes) están protegidos de toda discriminación descrita arriba.

#### ALQUILER, ARRENDAMIENTO O VENTA DE VIVIENDA, TERRENO O ESPACIO COMERCIAL INCLUYENDO ACTIVIDADES DE AGENTE DE **BIENES RAÍCES Y VENDEDORES**

También esta prohibido: la discriminación a base de fuente de ingreso legal (por ejemplo vales, beneficios de discapacidad, manutención de niños); estado familiar (familias con niños o en estado de embarazo); arresto previo o condena sellada; boicot comercial o acoso inmobiliario. También es posible que sea necesario realizar modificaciones y arreglos razonables para personas con discapacidades.

#### Excepciones: (1) alquiler de un apartamento en una casa para dos familias ocupada por el dueño

(2) restricciones de todas las habitaciones en una vivienda para individuos del mismo sexo

(3) alquiler de una habitación por parte del ocupante de una casa o apartamento

(4) venta, alquiler o arrendamiento de alojamiento en una casa exclusivamente a personas mayores de 55 años y al cónyuge de dichas personas

También se prohíbe: discriminación en vivienda sobre la base del estado civil (por ejemplo, familias con hijos).

## TODAS TRANSACCIONES CREDITICIAS INCLUYENDO FINANCIAMENTO PARA LA COMPRA, MANTENIMIENTO Y REPARACION DE VIVIENDAS LUGARES DE ALOJAMIENTO PÚBLICO, COMO RESTAURANTES, HOTELES, HOSPITALES Y CONSULTORIOS MÉDICOS, CLUBS, PARQUES

Y OFFICINAS DEL GOBIERNO. Excepción:

> La edad no es una clasificación cubierta respecto a los alojamientos públicos. Es posible que sea necesario realizar arreglos razonables para personas con discapacidades

#### INSTITUCIONES EDUCATIVAS

Todas las escuelas publicas y escuelas privadas sin ánimo de lucro, en todos los niveles, excluyendo escuelas dirigidas por organizaciones religiosas.

PUBLICIDAD Y SOLICITUDES RELACIONADAS CON EL EMPLEO, LOS INMUEBLES, LOS LUGARES DE ALOJAMIENTO PÚBLICO Y LAS TRANSACCIONES CREDITICIAS NO DEBEN EXPRESAR NINGUN ACTO DISCRIMINATORIO

Si desea presentar una demanda formal ante la División de Derechos Humanos, debe hacerlo dentro de un año desde que ocurra la discriminación. Los servicios de la División se ofrecen sin cargo.

three years of the discrimination. You may not file both with the Si desea presentar una demanda ante el Tribunal Estatal, puede hacerlo dentro de los tres años desde que ocurriera la discriminación. No puede presentar una demanda ante la División y ante el Tribunal Estatal.

Se prohíben las represalias por presentar una demanda u oponerse a prácticas discriminatorias. Puede presentar una demanda ante la División si sufrió represalias.

PARA OBTENER MÁS INFORMACIÓN, ESCRIBA O LLAME A LA OFICINA MÁS CERCANA DE LA DIVISIÓN. OFICINA CENTRAL: ONE FORDHAM PLAZA. 4TH FLOOR, BRONX, NY 10458

## FEDERAL MINIMUM WAGE

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

# FEDERAL MINIMUM WAGE \$7.25 BEGINNING JULY 24, 2009

The law requires employers to display this poster where employees can readily see it. — be assessed for violations of the FLSA's child labor provisions. Heightened civil money **OVERTIME PAY** At least 1 ½ times your regular rate of pay for all hours worked over 40 in a workweek

CHILD LABOR An employee must be at least 16 years old to work in most non-farm jobs and at least 18 to work in non-farm jobs declared hazardous by the Secretary of Labor. Youths 14 and 15 years old may work outside school hours in various non-manufacturing, non-mining, non-hazardous jobs with certain work hours restrictions. Different rules apply in agricultural employment.

TIP CREDIT Employers of "tipped employees" who meet certain conditions may claim a partial wage credit based on tips received by their employees. Employers must pay tipped employees a cash wage of at least \$2.13 per hour if they claim a tip credit against num 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.

NURSING MOTHERS The FLSA requires employers to provide reasonable break time for a ho is subiect to the l

penalties may be assessed for each child labor violation that results in the death or serious iniury 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. NAL INFORMATION

Certain occupations and establishments are exempt from the minimum wage, and/ or overtime pay provisions. 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 n wage and overtime pay protections and correctly class

Employers must obtain and keep in effect workers' compensation coverage for their employees; there must be no lapse in coverage even when switching insurance carriers. The law requires almost all employers operating in New York State to have workers' compensation and disability coverage for their employees. This requirement can be fulfilled by purchasing insurance coverage through an insurance carrier or by obtaining authorization from the Board to be self-insured. Employers must post a notice of workers' compensation coverage and employee rights. This notice is in a form prescribed by the Workers' Compensation Board. Employers obtain the notice from their insurance carrier or, if selfinsured, from the Board. The notice includes the name and address of the insurance carrier and the policy number of the employer. It must be posted in a conspicuous place in the employer's place of business. Violations of this requirement can result in a fine of up to \$250 per violation.

## **USERRA - UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT**

## **YOUR RIGHTS UNDER USERRA** THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

USERRA protects the job rights of individuals who voluntarily or involuntarily leave employment positions to undertake military service or certain types of service in the National Disaster Medical System. USERRA also prohibits employers from discriminating against past and present members of the uniformed services, and applicants to the uniformed services.

service connection.

illnesses or injuries

ENFORCEMENT

violations

**HEALTH INSURANCE PROTECTION** 

#### **REEMPLOYMENT RIGHTS**

You have the right to be reemployed in your civilian job if you leave that iob to perform service in the uniformed service and: you ensure that your employer receives advance written or verbal notice of your service; you have five years or less of cumulative service in the uniformed services while with that particular employer

you return to work or apply for reemployment in a timely manner after conclusion of service; and you have not been separated from service with a disqualifying discharge

or under other than honorable conditions. f you are eligible to be reemployed, you must be restored to the job and benefits you would have attained if you had not been absent due to

military service or, in some cases, a comparable job. RIGHT TO BE FREE FROM DISCRIMINATION AND RETALIATION

If you: • are a past or present member of the uniformed service; • have applied for membership in the uniformed service; or • are obligated to serve in the uniformed service; then an employer may not deny you: • initial employment; • reemployment; • retention in employment; • promotion; or •

any benefit of employment, because of this status. n addition, an employer may not retaliate against anyone assisting in the • You may also bypass the VETS process and bring a civil action against an enforcement of USERRA rights, including testifying or making a statement in connection with a proceeding under USERRA, even if that person has no employer for violations of USERRA.

The rights listed here may vary depending on the circumstances. The text of this notice was prepared by VETS, and may be viewed on the internet at this address: http://www.dol.gov/vets/programs/userra/poster.htm. Federal law requires employers to notify employees of their rights under USERRA, and employers may meet this requirement by displaying the text of this notice where they customarily place notices for employees.





## **NEW YORK CORRECTION LAW ARTICLE 23-A**

#### **NEW YORK CORRECTION LAW ARTICLE 23-A** LICENSURE AND EMPLOYMENT OF PERSONS PREVIOUSLY CONVICTED OF ONE OR MORE CRIMINAL OFFENSES

Section 750. Definitions. 751. Applicability. 752. Unfair discrimination against persons previously convicted of one or more criminal offenses prohibited. 753. Factors to be considered concerning a previous criminal conviction; presumption. 754. Written statement upon denial of license or employment. 755. Enforcement. §750. Definitions. For the purposes of this article, the following terms shall have the following meanings: (1) "Public agency" means the state or any local subdivision thereof, or any state or local department, agency, board or commission. (2) "Private nployer" means any person, company, corporation, labor organization or association which employs ten or more persons. (3) "Direct relationship" neans that the nature of criminal conduct for which the person was convicted has a direct bearing on his fitness or ability to perform one or more of the duties or responsibilities necessarily related to the license, opportunity, or job in question. (4) "License" means any certificate, license, permit or grant of permission required by the laws of this state, its political subdivisions or instrumentalities as a condition for the lawful practice of any occupation, employment, trade, vocation, business, or profession. Provided, however, that "license" shall not, for the purposes of this article, include any license or permit to own, possess, carry, or fire any explosive, pistol, handgun, rifle, shotgun, or other firearm. (5) "Employment" means any occupation vocation or employment, or any form of vocational or educational training. Provided, however, that "employment" shall not, for the purposes of this article, include membership in any law enforcement agency. §751. Applicability. The provisions of this article shall apply to any application by any person for a license or employment at any public or private employer, who has previously been convicted of one or more criminal offenses in this state or in any other jurisdiction, and to any license or employment held by any person whose conviction of one or more criminal offenses in this state or in any other jurisdiction preceded such employment or granting of a license, except where a mandatory forfeiture, disability or bar to employment s imposed by law, and has not been removed by an executive pardon, certificate of relief from disabilities or certificate of good conduct. Nothing in this article shall be construed to affect any right an employer may have with respect to an intentional misrepresentation in connection with an application for employment made by a prospective employee or previously made by a current employee. §752. Unfair discrimination against persons previously convicted of one or more criminal offenses prohibited. No application for any license or employment, and no employment or ense held by an individual, to which the provisions of this article are applicable, shall be denied or acted upon adversely by reason of the individual's having been previously convicted of one or more criminal offenses, or by reason of a finding of lack of "good moral character" when such finding is based upon the fact that the individual has previously been convicted of one or more criminal offenses, unless: (1) There is a direct relationship between one or more of the previous criminal offenses and the specific license or employment sought or held by the individual; or (2) the issuance or continuation of the license or the granting or continuation of the employment would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public. §753. Factors to be considered concerning a previous criminal conviction; presumption. . In making a determination pursuant to section seven hundred fifty-two of this chapter, the public agency or private employer shall consider the following factors: (a) The public policy of this state, as expressed in this act, to encourage the licensure and employment of persons previously convicted of one or more criminal offenses. (b) The specific duties and responsibilities necessarily related to the license or employment sought or held by the person. (c) The bearing, if any, the criminal offense or offenses for which the person was previously convicted will have on his fitness or ability to perform one or more such duties or responsibilities. (d) The time which has elapsed since the occurrence of the criminal offense or offenses. (e) The age of the person at the time of occurrence of the criminal offense or offenses. (f) The seriousness of the offense or offenses. (g) Any information produced by the person, or produced on his behalf, in regard to his rehabilitation and good conduct. (h) The legitimate interest of the public agency or private employer in protecting property, and the safety and welfare of specific individuals or the general public. 2. In making a determination pursuant to section seven hundred fifty-two of this chapter, the public agency or private employer shall also give consideration to a certificate of relief from disabilities or a certificate of good conduct issued to the applicant, which certificate shall create a presumption of rehabilitation in regard to the offense or offenses specified therein. §754. Written statement upon denial of license or employment. At the request of any person previously convicted of one or more criminal offenses who has been denied a license or employment, a ublic agency or private employer shall provide, within thirty days of a request, a written statement setting forth the reasons for such denial. §755. Enforcement. 1. In relation to actions by public agencies, the provisions of this article shall be enforceable by a proceeding brought pursuant to article seventy-eight of the civil practice law and rules. 2. In relation to actions by private employers, the provisions of this article shall be enforceable by the division of human rights pursuant to the powers and procedures set forth in article fifteen of the executive law, and, concurrently, by the New York city commission on human rights.

## **PHYSICAL EXAMINATIONS**

# Labor Law Information Relating to



# Public Employees **Job Safety & Health Protection**

The New York State Public Employee Safety and Health Act of 1980 provides job safety and health protection for workers through the promotion of safe and healthful working conditions throughout the State. Requirements of the Act include the following:

## Employers

Employers must provide employees with a workplace that is: free from recognized hazards,

in compliance with the safety and health standards that apply to the workplace, and

in compliance with any other regulations issued under the PESH Act by the Commissioner of Labor.

## **Employees**

Employees must comply with all safety and health standards that apply to their actions on the job. Employees must also comply with any regulations issued under the PESH Act that apply to their job.

#### Enforcement

The New York State Department of Labor administers and enforces the PESH Act. The Commissioner of Labor issues safety and health standards. The Department's Division of Safety and Health (DOSH) has Inspectors and Hygienists who inspect workplaces to make sure they are following the PESH Act.

## Inspection

When DOSH staff inspect a workplace, a representative of the employer and a representative approved by the employees must be allowed to help with the inspection. When there is no employee-approved representative, DOSH staff must speak with a fair number of employees about the safety and health conditions in the workplace.

## Order to Comply

P208 (7/17)

If the Department believes an employer has violated the PESH Act, we will issue an order to comply notice to the employer The order will list dates by which each violation must be fixed. If violations are not fixed by those dates, the employer may be fined.

The order to comply must be posted at or near the place of violation, where it can be easily seen. This is to warn employees that a danger may exist.

Complaint

Any interested person may file a complaint if they believe there are unsafe or unhealthful conditions in a public workplace. This includes:

- An employee
- A representative of an employee
- Groups of employees
- A representative of a group of employees

Make this complaint in writing to the nearest DOSH office or by email to: <u>Ask.SHNYPESH@labor.ny.gov</u>. On request, DOSH will not release the names of any employees who file a complaint. The Department of Labor will evaluate each complaint. The Department will notify the person who made the complaint of the results of the investigation.

These complaints may also be made to the United States Department of Labor, Occupational Safety and Health Administration online at: www.osha.gov

## Discrimination

Employees may not be fired or discriminated against in any way for filing safety and health complaints or otherwise exercising their rights under the Act.

If an employee believes that they have been discriminated against, he or she may file a complaint with the nearest DOSH office. File this complaint within 30 days of the discrimination incident.

## Voluntary Activity

The Department of Labor encourages employers and employees to voluntarily:

## reduce workplace hazards, and

• develop and improve safety and health programs in all workplaces.

The Division of Safety and Health can provide free help with identifying and correcting job site hazards. Employers may request this assistance on a voluntary basis by emailing: Ask.SHNYPESH@labor.ny.gov.

## Additional information may be obtained from the nearest DOSH District Office below:

	,,					
Albany District	Garden City District	Syracuse District				
State Office Campus	400 Oak Street	450 South Salina Street				
Bldg. 12, Rm. 158	Garden City, NY 11550	Syracuse, NY 13202				
Albany, NY 12240	Tel: (516) 228-3970	Tel: (315) 479-3212				
Tel: (518) 457-5508						
<b>Binghamton District</b>	New York City District	Utica District				
44 Hawley St., Rm. 901	75 Varick St., 7th Floor	207 Genesee Street				
Binghamton, NY 13901	New York, NY 10013	Utica, NY 13501				
Tel: (607) 721-8211	Tel: (212) 775-3554	Tel: (315) 793-2258				
Buffalo District	<b>Rochester District</b>	White Plains District				
65 Court Street	109 S. Union St., Rm. 402	120 Bloomingdale Road				
Buffalo, NY 14202	Rochester, NY 14607	White Plains, NY 10605				
Tel: (716) 847-7133	Tel: (585) 258-8806	Tel: (914) 997-9514				



contractors are not. the employee to express breast milk for her nursing child for one year after the child's birth Certain full-time students, student learners, apprentices, and workers with disabilities each time such employee has a need to express breast milk. Employers are also required to rovide a place, other than a bathroom, that is shielded from view and free from intrusion may be paid less than the minimum wage under special certificates issued by the rom coworkers and the public, which may be used by the employee to express breast milk. Department of Labor. **ENFORCEMENT** The Department has authority to recover back wages and an equal amount in liquidated damages in instances of minimum wage, overtime, and other iolations. The Department may litigate and/or recommend criminal prosecution. mployers 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 penalties may also

WAGE AND HOUR DIVISION ED STATES DEPARTMENT OF LABOR 1-866-487-9243 TTY: 1-877-889-5627 WH1088 REV 07/16 www.dol.gov/whd



A female employee required to undergo a physical examination has the right to a female physician or to the presence of a female during an examination by a male physician.

New York State Labor Law § 206-a



## A Division of the New York State Department of Labor

The New York State Department of Labor is an Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities.

