NOTE: OSHA REQUIRES THAT REPRODUCTIONS OR FACS

# **New Jersey & Federal Employment Notices**

### DATE POSTED:\_ Labor Laws change often. Please call your distributor twice a year to confim if you are in compliance. All Rights Reserved. Unauthorized copies are illegated

## **Wage and Hour Law Abstract** New Jersey Department of Labor and Workforce Development Wage and Hour Law Abstract N.J.S.A. 34:11-56a et seg

Most

Employers

\$8.85

\$10.00

\$11.00

\$12.00

\$13.00

\$14.00

\$15.00

TBD

TBD

TBD

Cash wage plus tips must equal the minimum wage

Statutory Minimum Wage Rate

chedule below

Date

January 1, 201

July 1, 2019

January 1, 2020

January 1, 2021

January 1, 2022

January 1, 2023

January 1, 2024

January 1, 2025

January 1, 2026

January 1, 2027

culture, laundry, cleaning, dyeing, light manufacturing and apparel occupations are covered by the wage order rates as above and vocational school graduates with special permits under the Child Labor Law are covered by the statutory rate).

Agricultural

Employers

\$8.85

NO CHANGE

\$10.30

\$10.44

\$10.90

\$11.70

\$12.50

\$13.40

\$14.20

\$15.00

### Overtime

\$2.13

\$2.63

\$3.13

\$4.13

\$5.13

NO CHANGE

NO CHANGE

TBD

TBD

TBD

Overtime is payable at the rate of 1.5 times the employee's regular hourly rate for hours worked in excess of 40 in any week except where otherwise specifically provided by wage

Exempt from the overtime entitlement are \* Cash Wage for executive, administrative, and professional employees Fipped Workers employees engaged in labor on a farm or relative to raising or care of livestock; and limousine drivers.

> Employees at summer camps, conferences and retreats operated by any nonprofit or religious corporation or association are exempt from minimum and overtime rates during the months of June, July, August and September

Labor on a Farm at Piece-Rate

Employees engaged on a piece-rate basis to labor on a farm shall be paid for each day worked not less than the minimum hourly wage rate multiplied by the total number of hours worked.

Penalties

Any employer who violates any provisions of this act shall be guilty of a disorderly persons violation and upon conviction shall be punished by a fine of not less than \$100 nor more than \$1.000.

As an alternative to or in addition to any other sanctions provided by law for violations, the Commissioner is authorized to assess and collect administrative penalties, up to a maximum of \$250 for a first violation and up to a maximum of \$500 for each subsequent violation.

The employer shall also pay the Commissioner an administrative fee equal to not less than 10% or more than 25% of any payment due to employees.

Penalties for violation of this order are set forth in N.J.S.A. 34:11-56a22.

of parent or guardian.)

When school is in session

During school vacation season:

Before 6 a.m. and After 11 p.m.

PROHIBITED MACHINES/EQUIPMENT

rs and related equipment

er woodworking and metal working tools

business establishments Standard office type machines Standard type passenger elevator (attended or unattended)

PROHIBITED PLACES

ower-driven machinery includes, but is not limited to: endar rolls or mixing rolls in rubber manufacturing

Employment Certificate

Employment Certificate

mployment Certificate

lo minor under 16 years of age may be employed, permitted, or suffered to wor , about, or in connection with power-driven machinery.

trifugal extractors or mangles in laundries or dry cleaning establishment ular saws, band saws, guillotine shears

Corn pickers, power hay balers, power field choppers, including work in or on

same Corrugating, crimping or embossing machines Cutting machines that have a guillotine action Dough brakes or mixing machines in bakeries or cracker machinery Grinding, abrasive, polishing or buffing machines; however, apprentices operating under conditions of a bona fide apprenticeship may grind their own tools. Paper lace machines Power lawn mowers

Power-driven woodworking machinery (operating or helping to operate); howeve apprentices in a bona fide apprenticeship may operate such machines under

competent instruction and supervision Punch presses or stamping machines if the clearance between the ram and the die or the stripper exceeds 1/4 inch Steam boliers with more than 15 pounds of pressure. Power-driven machinery does not include:

cultural machines when used on farms such as standard type poultry feeders

sgreating and any second second of the second secon

PROHIBITED PLACES Any establishment where alcoholic liquors are distilled, rectified, compounded, brewed, manufactured, bottled, or sold for consumption on the premises (however, minors at least 16 years old may work as pin setters, lane attendants, or bus persons in public bowling alleys, and in restaurants or in the executive offices, maintenance departments, or pool or beach areas of a hotel, motel or guest house — but may not prepare, sell or serve alcoholic beverages, or prepare photographs, or work in any dancing or theatrical exhibition or performance which is not part of a theatrical production where alcoholic beverages are sold on the premises, while so employed. Minors at least 14 years of age may be employed as golf caddies and pool attendants). Any place or condition operated or maintained for immoral purposes or a disorderly house

tion works, smelters, hot rolling mills, furnaces, foundries, forging

Same as for General Employment except that minors at least 16 years old may be employed after midnight during regular school vacation season, if work begins before

1 p.m. on the previous day, or on work date that do not begin on a school day, with special written permission from a parent or guardian. May not be employed after 3

Same as for General Employment except that minors at least 16 years old may be employed as pin setters, lane attendants, or buspersons until 11:30 p.m. - but dui

None

None

After 11 p.m.

Enforced by: NJ Department of Labor and Workforce Development Division of Wage and Hour Compliance, PO Box 389, Trenton, NJ 08625-0389 • 609-292-2305

This and other required employer posters are available free online at nj.gov/labor, or from the Office of Constituent Relations, PO Box 110, Trenton, NJ 08625-0110 • 609-777-3200

If you need this document in Braille or large print, call 609-292-2305. TTY users can contact this department through the New Jersey Relay: 7-1-1.

Display this poster in a conspicuous place

Updated 10/20

### **Child Labor Law Abstract** Post this notice in a conspicuous place. This notice is for ready reference only. For full text, consult N.J.S.A. 34:2-21.1 et seq. and N.J.A.C. 12:58 et seq. Hours of Work Certificate or Permit Required <sup>2</sup> Kind of Employment Minimum Age **Prohibited Hours** Not to Exceed (1) Inder 16: No more than 2 show or productions⁴ daily or 8 weekly, Jnder 16 hours daily, 24 hours weekly, 6 Before 7 a.m Special Theatrical Permit lays a week. (Includes rehearsal Theatrical: Professional employment in a theatrical one, but minors under 16 must be acco After 11:30 p.m.<sup>6</sup> time. Combined hours of school production, including stage, motion pictures, and nied at all times by an adult who is a parent nd work not to exceed 8 hours evision performances and rehearsals. uardian, or representative of employe 16 & 17 years old 16 & 17 years old Before 6 a.m 16 &17 years old: 8 hours daily5 nployment Certifica After 11:30 p.m. 40 hours weekly, 6 days a week 12 years old 0 hours daily, 6 days a weel Agriculture: No restrictions on work performed outside tside school hour 12 - 15 years old only ool hours in connection with minor's own home and pecial Agricultural Permit rectly for the minor's parent or legal guardian. 16 vears old 0 hours daily, 6 days a week 11–13 years old 1–17 years old efore 6 a.m. IJ publishers may issue Special lewspaper Carriers: Minors who deliver, solicit, sell mbined hours of school and Newspaper Carrier Permit or local is-suing officer may issue: Special Perm fter 7 p.m. and collect for newspapers outside of school hours or 1 years old work not to exceed 8 hours daily, 14-17 years old 40 hours weekly, 7 days 11–15 years old) or Employment Certificate (16–17 years old). Before 5:30 a.m After 8 p.m. When school is in session hours per dav 8 hours per week 14 & 15 years old pecial Street Trades Permit or 14 years old ore 7 a.m mployment Certificate During school vacation: 8 hours utside school hours After 7 p.m. per day 40 hours per week 16 years old 8 hours per day, 40 hours per 16 & 17 years old: Before 6 a.m., nplovment Certificate week, 6 days per week. ring school hours After 11 p.m. When school is in session 3 hours per day 18 hours per week. 14–15 years old Employment Certificate Before 7 a.m. 14 years old During school vacatio 8 hours per day After 7 p.m.<sup>3</sup> 40 hours per week 6 days per week 16-17 years old After 11 p.m. hours per day Exceptions 16 vears old 40 hours per weel School vacation seas 6 days per week 2. Days not preceding a school day, with special written per

No restrictions

No Restrictions

8 hours daily

40 hours weekly

6 days a week

uing officer of the school district where they live. ad working papers carefully. They contain information that is important to you.

Required Records Employers must keep certain records for all employees under age 18. Required

•Name • address • date of birth • start and ending hours of daily work and meal periods • number of hours worked each day • wages paid to each minor. Required records for **Newspaper Carriers** are: •Name • address • date of birth • date they began and stopped delivering newspapers • number of newspapers sold • general description of the route area served. These records are not required to be kept for: • those engaged in agricultural pursuits-minors 16–18 years old employed by a summer resident camp, conference or retreat operated by a nonprofit or religious corporation or association during June, July, August or September.

The minimum wage rate does not apply to minors under 18 years of age except as provided in N.J.A.C. 12:56-11, 12:56-13, 12:56-14 and N.J.A.C. 12:57, Wage Orders for Minors.

NOTE: Employers subject to the Fair Labor Standards Act (FSLA) would be required to pay the federal minimum wage to minors not covered by

<u>Work Prohibited to Minors</u> Exemptions to some of these prohibitions apply: >to work done by students under the supervision and instruction of officers or teachers

to work done by minors who are at least 17 years old, doing work related to

No minor under 18 years of age may be employed, suffered, or permitted to work in, about, or in connection with the following:

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their major field of study, under the conditions of the special vocational school

graduate permit >to work done by minors in junior achievement programs. The kind of work that students in these programs may do is limited by the Department of Education. Employers should check these prohibitions wit

Making or packing paints, colors, white lead, or red lead

address • date of birth • start and ending hours of daily work and meal

Papers are valid only for the period of time and conditions stated thereous

## **Employers must:**

OSHA® Occupational Safety and Health Administration
Job Safety and Health IT'S THE LAW!

A safe workplace.

U.S. Department of Labor

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

All workers have the right to:

- 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.

- Provide employees a workplace free from recognized hazards. It is illegal to retaliate against an employee for using any of their rights under the law, including raising a health and safety concern with you or with OSHA, or reporting a work-related injury or illness.
- Comply with all applicable OSHA standards.
- Notify OSHA within 8 hours of a workplace fatality or within 24 hours of any work-related inpatient hospitalization. amputation, or loss of an eye.
- Provide required training to all workers in a language and vocabulary they can understand.
- Prominently display this poster in the workplace.
- Post OSHA citations at or near the place of the alleged violations.

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

 FOR USE BY PRIVATE SECTOR AND STATE GOVERNMENT EMPLOYERS •
YOUR RIGHTS UNDER USERRA THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT USERRA protects the job rights of individuals who voluntarily or involuntarily leave employment positions to undertake military service or certain types of service in the National Disaster Medical System. USERRA also prohibits employers from discriminating against past and present members of the uniformed services, and applicants to the uniformed services. REEMPLOYMENT RIGHTS e right to be reemployed in your civilian job if you leave that job to perform service in the uniformed are that your employer receives advance written or verbal notice of your service u ensure that your employer receives advance written or verbal notice of your service; u have five years or less of cumulative service in the uniformed services while with that particular employer; u return to work or apply for reemployment in a timely manner after conclusion of service; and u have not been separated from service with a disqualifying discharge or under other than honorable

If you are eligible to be reemployed, you must be restored to the job and benefits you would have attained if you had not been absent due to military service or, in some cases, a comparable job.

RIGHT TO BE FREE FROM DISCRIMINATION AND RETALIATION have applied for membership in 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:

initial employment; reemployment; retention in employment; promotion; or any benefit of employment because of this status.

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: <u>http://www.dol.gov/vets/programs/userra/poster.htm</u>. Federal law nent by displaying the text of this notice where they quires employers to notify employees of their rights under USERRA, and employers may meet this requi

**USERRA** 

MAKING UNAUTHORIZED COPIES IS AGAINST THE LAW AND MAY SUBJECT YOU TO CIVIL AND CRIMINAL LIABILITY



Fulygraph Frutection	Po	lygraph	Protection
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### The Employee Polygraph Protection Act prohibits most private employers from using lie detector tests either for pre-employment screening or during the course of employment.

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 r 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 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 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 The law does not preempt any provision of any State or local law or any collective bargaining greement which is more restrictive with respect to lie detector tests.

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

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

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

IF MY EMPLOYER HAD ME SIGN AN INDEPENDENT CONTRACTOR AGREEMENT BEFORE HIRING ME. DOES THAT

New Jersev courts have ruled that to consider only the agreement, if one exists, and not the totality of the facts surroundin

WHAT HAPPENS WHEN IT IS FOUND BY A STATE AGENCY OR COURT THAT AN EMPLOYER HAS MISCLASSIFIED

AN EMPLOYEE AS AN INDEPENDENT CONTRACTOR? In addition to the award of a remedy or remedies to make the misclassified employee or the State agency whole for the employer's violation of the underlying New Jersey wage, benefit or tax law (for example, the award of back pay to the misclassified employee who has been illegally deprived of the statutory minimum wage or overtime premium pay in violation of the State Wage and Hour law, or whose pay was subject to illegal edductions in violation of the State Wage Payment law), New Jersey law also empowers the Department of Labor and Workforce Development to take actions and impose

penalty paid by the employer to the misclassified employee of not more than 5 percent of the worker's gross earnings over

A penalty of up to \$250 per misclassified employee for a first violation and up to \$1,000 per misclassified employee for each

The suspension or revocation of any one or more licenses that are held by the employer and that are necessary to operate

Employees are protected from retallation by their employers for having made an inquiry or complaint to the employer, to the Commissioner of Labor or to an authorized representative regarding any possible violation by the employer of any State waqe, benefit or tax law, including those inquiries or complaints that involve misclassification, or because the employee

weiger, benefit or tak teky, including those inquintes or complaints than informer information it, or because interminity de caused to be instituted on is about to cause to be instituted any proceeding under or related to State wage, benefit or tak law or because the employee has testified or is about to testify in such a proceeding. • When such relativity has occurred, the Department is authorized by law to issue an administrative penalty against the • When such retaination has occurred, the Department is authorized by law to issue an administrative penalty against the

proyer's business. onal penalties and fees payable to the Department and where wages are owed to the employee, an additional amoun

tement and/or back pav

• For violation of State wage, benefit or tax laws in connection with the misclassification of employees, the imposition of

in liquidated damages payable to the employee equal to not more than 200 percent of the wages owe

AM I PROTECTED FROM RETALIATION BY MY EMPLOYER FOR REPORTING MISCLASSIFICATION?

No. Your employment status is determined based on an analysis of all the facts surrounding your relationship with the
employer under the ABC test.

NJ DOL would review the agreement you signed but your employment relationship would not be determined by this

your relationship with the presumed employer, would be to "place form over substance," which the courts say is wrong

UNITED STATES DEPARTMENT OF LABOR

WAGE AND HOUR DIVISION

test results disclosed to unauthorized persons.

1-866-487-9243 • TTY: 1-877-889-5627 www.dol.gov/whd

MAKE ME AN INDEPENDENT CONTRACTOR?

AN EMPLOYEE AS AN INDEPENDENT CONTRACTOR?

nalties against an employer who has misclassified employees including:

employer: however, only the courts are authorized by law to order reinsta

 Userra.htm.
 If you file a complaint with VETS and VETS is unable to resolve it, you may request that your case be referred to the Department of Justice or the Office of Special Counsel, as applicable, for representation.
 You may also bypass the VETS process and bring a civil action against an employer for violations of USERRA. In addition, an employer may not retaliate against anyone assisting in the enforcement of USERRA rights, including testifying or making a statement in connection with a proceeding under USERRA, even if that person ha no service connection.

ENFORCEMENT

HEALTH INSURANCE PROTECTION



LEAVE ENTITLEMENTS: Eligible employees who work for a covered employer can take up to 12 weeks of unpaid, job-protected leave in a 12-month period Silowing reasons: th of a child or placement of a child for adoption or foster care; d with a child (leave must be taken within 1 year of the child's birth or placement); s for the employee's spouse, child, or parent who has a qualifying serious health condition; employee's own qualifying serious health condition that makes the employee unable to perform the , exigencies related to the foreign deployment of a military member who is the employee's spous

| ¦ |★

Id, or parent. eligible employee who is a covered servicemember's spouse, child, parent, or next of kin may also take up to weeks of FMLA leave in a single 12-month period to care for the servicemember with a serious injury or illness. employee does not need to use leave in one block. When it is medically necessary or otherwise permitted, ployees may take leave intermittently or on a reduced schedule. ployees substitutes accrued paid leave for FMLA leave, the employee must comply with the employer's normal id leave noticies.

BENEFITS & PROTECTIONS: While employees are on FMLA leave, employers must continue health insurance coverage as if the employees were not on leave. Upon return from FMLA leave, most employees must be restored to the same job or one nearly identical 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 someone for using or trying to use FMLA leave, opposing any practice made unlawful by the FMLA, or being involved in any proceeding under or related to the FMLA.

related to the FMLA. **ELIGBILITY REQUERENTS:** 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.

ENFORCEMENT: Employees may file a complaint with the U.S. Department of Labor, Wage and Hour Division, c may bring a private lawsuit against an employer. The FMLA does not affect any federal or state law prohibiting discrimination or supersede any state or local law o collective bargaining agreement that provides greater family or medical leave rights.

For additional information: 1-866-4-USWAGE (1-866-487-9243) TTY: 1-877-889-5627

www.dol.gov/whd U.S. Department of Labor • Wage and Hour Division

Updated 8/

## Wage Order and Regulations

ployees in the occupations found below are covered by this wage order and regulations and ust be paid not less than the statutory minimum wage rate. First processing of farm products Hotel and motel Food service (restaurant industry) Seasonal amusement

These regulations are contained in N.J.A.C. 12:56-11.1 et seq.

HEALTH INSURANCE PROTECTION • If you leave your job to perform military service, you have the right to elect to continue your existing employer-based health plan coverage for you and your dependents for up to 24 months while in the military. • Even if you don't elect to continue coverage during your military service, you have the right to be reinstated in your employer's health plan when you are reemployed, generally without any waiting periods or exclusions (e.g., pre-existing condition exclusions) except for service-connected illnesses or injuries. Exemptions

Updated 7/

Updated 8/1

Restaurant and Seasonal

omestic Services in Private Homes

ninor's parent or legal guardian.

lessengers for Communications

to restriction on work performed outside school hours

connection with minor's own home and directly for the

ompanies Under Supervision and Control of the F.C.C

Punishment for Violations of Child Labor Law Wheever employs or permits or suffers any minor to be employed or to work in

whoever employs or permits or sumers any minor to be employed or to work in violation of this act, or of any order or ruling issued under the provisions of this act, or obstructs the Department of Labor and Workforce Development, its officers or agents, or any other person authorized to inspect places of employment under this act, and whoever, having under his control or custody any minor, permits or suffers him to be employed or to work in violation of this act, shall be guilty of an offence.

fourth degree. Otherwise it will be a disorderly persons offense and the defendam will, upon conviction, be punished by a fine of at least \$100 (up to \$2,000) for an initial violation, and at least \$200 (up to \$4,000) for each subsequent violation. Each day during which any violation of this act continues will constitute a separate and distinct offense, and the employment of any minor in violation of

he act will, with respect to each minor so employed, constitute a separate and

As an alternative to or in addition to any other sanctions provided by law for violations of PL. 1940, c.153 (C.34:2-21.1 et seq.), when the Commissioner of Labor and Workforce Development finds that an individual has violated that act, the commissioner is authorized to assess and collect administrative penalties of up to \$500 for a first violation, up to \$1,000 for a second violation, and up to \$2,500 for each subsequent violation, specified in a schedule of penalties to be promulgated as a rule or regulation by the commissioner in accordance with the "Administrative Procedure Act," PL. 1968, c.410 (C.52:14B-1 et seq.). When determining the amount of the penalty imposed because of a violation, the commissioner will consider factors including the history of an employer's previous violations, the seriousness of the violation, the good faith of the employer, and the size of the employer's business.

to administrative penalty will be leveled pursuant to this section unless the

f a hearing is requested, the commissioner will issue a final order upon such Ta riceanity is requester, inclusion has occurred. If no hearing is requested, it hearing and a finding that a violation has occurred. If no hearing is requested, it hotice will become a final order upon expiration of the 15-day period. Payment of the penalty is due when a final order is issued or when the notice becomes a inal order. Any penalty imposed pursuant to this section may be recovered with mosts in a summary nerection commenced by the commissioner nursuant to the most is a summary nerection commenced by the commissioner nursuant to the section.

osts in a summary preceding commenced by the commissioner pursuant Penalty Enforcement Law of 1999," P.L.1999, c.274 (C.2A:58-10 et seq.).

approved by the Commissioner of Education may engage in those pursuits in which the minor majored in said vocational school during those hours permitted for persons 18 years of age and over, if an employment certificate (or a certified

copy Jaccompanies the minor's district are not in session, no certificate or permit is required for minors at least 14 years old employed at agricultural fairs, horse, dog, or farm shows that last no more than 10 days. No certificate is required for minors 15 and older during school vacation for first 14 days of employment in food service, restaurant, retail operations, or seasonal

amusement occupations. <sup>3</sup> Does not apply to minors 16 or 17 years of age employed during June, July, August, or September by a summer resident camp, conference or retreat operated by a nonprofit or religious corporation or association, unless the employment is primarily general maintenance work or food service activities. <sup>4</sup> Where the professional employment is reasonably separable into discrete bound or cadjustica.

minor who is at least 17 years old and a graduate of a voo

anies the minor's diploma.

Commissioner of Labor and Workforce Development provides the alleged violator vith notification of the violation and of the amount of the penalty by certified mail and an opportunity to request a hearing before the commissioner or his designee vithin 15 days of receiving the notice.

ndant acts knowingly, an offense under this section will be a crime of the

Public Bowling Alleys

Factory

Exempt from the statutory minimum wage rate are full-time students employed by the college or iniversity at which they are enrolled at not less than 85% of the effective minimum wage rate: outside sales person: sales person of motor vehicles: part time employees primarily engaged in he care and tending of children in the home of the employer; and minors under 18 (except that ninors under 18 in the first processing of farm products, hotels, motels, restaurants, retail, beauty

Employees are to be paid not less than the New Jersey minimum wage in accordance with the

asonal & Smal

Employers

(fewer than 6

\$8.85

NO CHANGE

\$10.30

\$11.10

\$11.90

\$12.70

\$13.50

\$14.30

\$15.00

TBD

MW-220 (1/21)

sidential routes. Street Trades: Minors who sell, offer for sale, solicit or, collect for, display, or distribute any articles, goods, erchandise, commercial service, posters, circulars wspapers or magazines or in blacking shoes on any et or other public place or from house to house General Employment: Includes mercantil stablishments, golf caddving, private bowling allevs, offices, gas stations, garages, and other places or mean of gainful occupations unless otherwise specified.

a.m. or before 6 a.m. on a day before a school day.

14 years old

6 years old

14 years old

16 vears old

16 years old

Dutside of school hours

uring school hours

uring school hours

utside of school hour

ing the school term the minor must have a special permit

PRODUCT ID:







the employer's usual procedures. yees do not have to share a medical diagnosis, but must provide enough information to the employer so it etermine if the leave qualifies for FMLA protection. Sufficient information could include informing an employe ne employee is or will be unable to perform his or her job functions, that a family member cannot perform activities, or that hospitalization or continuing medical treatment is necessary. Employees must inform the oyer if the need for leave is for a reason for which FMLA leave was previously taken or certified. oyers can require a certification or periodic recertification supporting the need for leave. If the employer mines that the certification is incomplete, it must provide a written notice indicating what additional informatio

EMPLOYER RESPONSIBILITIES: Once an employer becomes aware that an employee's need for leave is for a reason that may qualify under the FMLA, the employer must notify the employee if he or she is eligible for FMLA leave and, if eligible, must also provide a notice of rights and responsibilities under the FMLA. If the employee is not eligible, the employer must provide a reason for ineligibility. Employers must notify its employees if leave will be designated as FMLA leave, and if so, how much leave will be designated as FMLA leave

The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate

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

ce in filing a complaint, or for any other information on USERRA, contact VETS at 1-866-4-USA-DO

## Contact OSHA. We can help.



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

### **Federal Minimum Wage** Employers subject to the state minimum wage law are obligated to pay the higher rate



\$7.25 PER HOUR BEGINNING JULY 24, 2009 The law requires er

At least 1½ times the regular rate of pay for all hours worked over 40 in a workweek. CHILD LABOR:

CHILD LABUR: 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 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 their minimum wage obligation. If an employee's tips combined with the employer's cash wage of at least \$2.13 per hour of they claim a tip credit against NURSING MOTHERS: UKDING INCLERS: he FLSA requires employers to provide reasonable break time for a nursing mother employee who is subject to the FLSA's overtime requirements in order for the employee to express breast milk for her nursing child for one year after the child's rith each time such employee has a need to express breast milk. Employers are also required to 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 mployee to express breast milk.

ENFORCEMENT

The Department has authority to recover back wages and an equal amount in liquidated damages in instances of minimum wage, overtime, and other violations. The Department may litigate and/or recommend criminal prosecution. Employers may be assessed civil money penalties for each willful or repeated violation of the minimum wage or overtime pay provisions of the law. Civil money penalties may also be assessed for violations of the FLSA's child labor provisions. Heightened civil money penalties may be assessed for each willful or repeated 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 retailating against or discharging workers who file a complaint or participate in any proceeding under the FLSA. ADDITIONAL INFORMATION:

ns and establishments are exempt from the minimum wage, and/or overtime pay provisions

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 minimum wage and overtime pay protections and correctly classified independent contractors are not.
 Certain full-time students, student learners, apprentices, and workers with disabilities may be paid less than the minimum wage under special certificates issued by the Department of Labor.

1-866-487-9243 • TTY: 1-877-889-5627 • www.dol.gov/whd WAGE AND HOUR DIVISION · WAGE AND HOUR DIVISION · UNITED STATES DEPARTMENT OF LABOR

# **State OSHA**

### You have the right to a safe and healthful workplace. IT'S THE LAW

Public Employees Public Employees You have the right to notify your employer or New Jersey Public Employees Occupational Safety and Health (NJPEOSH) about workplace hazards. You have a right to keep your name confidential upon request. You have the right to request a NJPEOSH inspection if you believe that there are unsafe and unhealthful conditions in your workplace. You or your representative are entitled to participate in that inspection. You have a right to file a complaint within 180 days for retaliation or discrimination by your employer for making safety and health complicate or for provide the sufficient to be 100 COL 44 (b) 1. C & 246 25 chord. So have a right to line a comparing within rou days to retaination or discrimination by your employer for making safety and lealth completions or for exercising your rights under the NJPEOSH Act (NJ-SA. 34:6A-25 et seq.). You have a right to see NJPEOSH citations issued to your employer and your employer must post the citations at or near the place of the alleged violation.

Public Employers

OVERTIME PAY

ublic Employers to must report all work-related fatalities within 8 hours: and in-patient hospitalizations, amputations, and loss-of-eye noidents within 24 hours. This information must be called in to 800-624-1644 and faxed to 609-292-3749. Ou must furnish your employees with a place of employment free from recognized hazards. Ou must comply with all occupational safety and health standards. Ou must correct identified workplace hazards and must certify that these hazards have been eliminated by the date directed on the distince.

dicated on the citation.

Idicated on the citation. ou must post this notice in your workplace as per N.J.A.C. 12:110-3.5 (c). hrough its on-site consultation and training program NJPEOSH offers employers free assistance in identifying and orrecting hazards or complying with standards, without citation or penalty.

## 24-hour Complaint Hotline (800) 624-1644 FOR MORE INFORMATION:

Occupational Safety Hazards NJ Department of Labor & Workforce Development (NJDLWD) Office of Public Employees Occupational Safety and Health (OPEOSH) Phone: (609) 292-7036 Email: peosha@dol.nj.gov Website: http://lwd.dol.state.nj.us/labor/lsse/employer/Public\_Employees\_OSH.html

Occupational Health Hazards NJ Department of Health (NJDOH Public Employees Occupati Phone: (609) 984-1863 Safety and Health (PEOSH) Email: peosh@doh.nj.gov Website: nj.gov/health/peosh

Additional copies of this poster may be obtained by contacting the New Jersey Department of Labor and Workforce Development, Office of Constituent Relations, PO Box 110, Trenton, NJ 08625-0110; (609) 777-3200.

RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, NATIONAL ORIGIN

The New Jersey Department of Labor and Workforce Development is an equal opportunity employer with equal opportun programs. Auxiliary aids and services are available upon request to individuals with disabilities. Public Employees Occupational Safety and Health (PEOSH)

Dovers Holding Federal Contracts or Subcontracts panies with a Federal government contract or subcontract are protected under Federa

6, as amended, prohibits employment discrimination based on race, color, religion, sex, sexual entity, or national origin, and requires affirmative action to ensure equality of opportunity in all aspe

UREUT ve Order 11246, as amended, protects applicants and employees from discrimination based on inquiring about, ng, or discussing their compensation or the compensation of other applicants or employees. **VALS WITH DISABILITIES** 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals with disabilities from discriminat

ection Job of the reliabilitation Act of 1973, as an inference, protects guarantee individual with disabilities non restantiation includes non making reasonable accommodation to the known physical or mental limitations of ar therwise qualified individual with a disability who is an applicant or employee, barring undue hardship to the employeent. Herwise qualified individual with a disability who is an applicant or employee, barring undue hardship to the employeent. Section 503 also requires that Federal contractors take affirmative action to employ and advance in employment qualified with direction of all levale of complexement including the organition level.

individuals with disabilities at all levels of employment, including the executive level. DISABLED, RECENTLY SEPARATED, OTHER PROTECTED, AND ARMED FORCES SERVICE MEDAL VETERANS

(PROTECTED VETERANS) The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, prohibits employment discrimination against, and requires affirmative action to recruit, employ, and advance in employment, disabled veterans, recently separated veterans (i.e., within three years of discharge or release from active duty), active duty wartime or campaign badge veterans, or Armed Forces service medal veterans. RETALIATION

otherwise opposes discrimination under these Federal laws. Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations under the

on is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, o

y person who believes a contact immediately: e Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, 200 Constitution Avenue, N.W. ashington, D.C. 20210, 1-800-397-6251 (toll-free) or (202) 693-1337 (TTY). OFCCP may also be contacted by e-mail at "CCP-Public@dol.gov, or by calling an OFCCP regional or district office, listed in most telephone directories under U.S. astrongent Department of Labor.

# **Equal Employment Opportunity**

PAY SECRECY

DECCP-Public

## Equal Employment Opportunity is THE LAW ocal Governments, Educational Institutions, Employment Agencies and Labor

 Private Employers, State and Local Government Applicants to and employees of most private employers, state and local governments, educational institut employment agencies and labor organizations are protected under Federal law from discrimination on the following base:

RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN Tille VII of the Civil Rights Act of 1964, as a mended, protects applicants and employees from discrimination in hiring, sromotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment, on the pasis of race, color, religion, sex (including pregnancy), or national origin. Religious discrimination includes failing to easonably accommodate an employee's religious practices where the accommodation does not impose undue hardship.

DISABILIT

JISABILITY Title I and Title V of the Americans with Disabilities Act of 1990, as amended, protect qualified individuals from liscrimination on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training, classification, eferral, and other aspects of employment. Disability discrimination includes not making reasonable accommodation to the nown physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, arring undue hardship.

AGE The Age Discrimination in Employment Act of 1967, as amended, protects applicants and employees 40 years of age or older from discrimination based on age in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. SEX (WAGES) In addition to sex discrimination prohibited by Title VII of the Civil Rights Act, as amended, the Equal Pay Act of 1963, as

nended, prohibits sex discri

e payment of wages to women and men performing substantially equal work, in jobs that require equal skill, effort, and sponsibility, under similar works to the second state of the second conditions, in the same establishment. GENETICS (GINA ACT) Title II of the Genetic Information Nondiscrimination Act of 2008 protects applicants and employees from discrimination

Itue II of the Genetic Information Nondiscrimination Act of 2008 protects applicants and employees from discrimination based on genetic information in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. GINA also restricts employers' acquisition of genetic information and strictly limits disclosure of genetic information. Genetic information induces information about genetic tests of applicants, employees, or their family members; the manifestation of diseases or disorders in family members (family medical history); and requests for or receipt of genetic services by applicants, employees, or their family members. **RETALIATION** Government, Department of Labor. <u>Programs or Activities Receiving Federal Financial Assistance</u> RACE, COLOR, NATIONAL ORIGIN, SEX INDIVIDUALS WITH DISABILITIES RACE, COLOR, NATIONAL ORIGIN, SEX INDIVIDUALS WITH DISABILITIES In addition to the protections of Tille VII of the Civil Rights Act of 1964, as amended, Title VI of the Civil Rights Act of 1964 as amended, prohibits discrimination on the basis of race, color or national origin in programs or activities receiving Feder financial assistance. Employment discrimination is covered by Title VI if the primary objective of the financial assistance is

of these Eederal laws prohibit covered entities from retaliating against a person who files a charge of discrimination participates in a discrimination proceeding, or otherwise opposes an unlawful employment practice. WHAT TO DO IF YOU BELIEVE DISCRIMINATION HAS OCCURRED

that is the equivalent of a family relationship

State Family Leave Insurance Plan ("state plan")

are for a victim of domestic violence or a sexually violent offence or for a victim's family member.

You can get program information and an application for family leave benefits (form FL-1) online at myleavebenefits.nj.gov, by phone at 609-292-7060, or by mail: Division of Family Leave Insurance, P.O. Box 387, Trenton, NJ 08625-0387.

# **Worker Misclassification**

New Jersey Law Prohibits Worker Misclassification Notice of Employee Rights & Employer Responsibilities

### WHAT IS MISCLASSIFICATION

Misclassification is the practice of an employer improperly classifying employees as independent contractors. Misclassification may illegally deprive workers of basic rights, protections, and benefits guaranteed to employees such as ne right to be paid the minimum wage, the right to overtime pay, time and mode of pay protections, the protection against pal deductions from pay, unemployment compensation, temporary disability benefits, family leave insurance benefits kers' compensation, family leave and earned sick leave. Often when workers are paid in cash "off the books", it may be a method to e misclassification or other employment related legal obligation

### AM I AN EMPLOYEE OR AN INDEPENDENT CONTRACTOR?

Under New Jersey's Unemployment Compensation Law, Wage and Hour Law, Wage Payment Law, Wage Collection Law, imporary Disability Benefits Law (including sections providing for Family Leave Insurance) and Earned Sick Leave Law, if up perform a service and are paid, you are presumed to be an employee, unless the employer can prove all three of ) You have been and will continue to be free from control or direction over performance of the service, both under a contrac

service and in fact; and B) The service is either outside the usual course of the business for which such service is performed, or the service is

performed outside of all the places of business of the enterprise for which such service is performed; and (C) You are customarily engaged in an independently established trade, occupation, profession or business. This is referred to in New Jersey as the "ABC test" for independent contractor status. Please go to www.myworkrights.nj.gov to learn about the factors considered for each of the three above tests.

### DO I HAVE TO PROVE THAT I AM AN EMPLOYEE?

No. If you worked and were paid, you are presumed to be an employee. It is the employer's burden to show that all three varts of the ABC test are met. arts of the ABC test are met. If the employer can't meet its burden to establish all three parts of the ABC test, then you are deemed to be an employee, ntitled to the rights, protections, and benefits of an employee under the above-cited New Jersey laws. If you believe you are misclassified, email misclass@nj.dol.gov.

### DOES IT MATTER IF I RECEIVED AN IRS FORM 1099, AS POSED TO IRS FORM W-2?

No. It does not matter which federal tax form the employer uses to report earnings. What matters are the facts surrounding your working relationship with the employer and the application of the ABC test to ose facts.



NJ.GOV/LABOR

Updated 8/1

Updated 2/19

EMAIL: misclass@dol.nj.gov CALL: 609-292-2321 FAX: 609-292-7801

REPORTING MISCLASSIFICATION

If you have been misclassified and would like to file a claim, you can do so here: https://wagehour.dol.state.nj.us/default.htm

To seek further informatio

A stop-work order

the employer's husiness

WRITE: Employer Accounts, Subject – Misclassification NJ Department of Labor and Workforce Development 1 John Fitch Plaza P.O. Box 942 Trenton, NJ 08625-0942

• Whichever way you chose to reach out, multilingual staff will be able to assist you and translation assistance made available as needed You can also visit www.myworkrights.nj.gov to learn more about misclassification

# **Security and Financial Empowerment (SAFE) Act**

**Whistleblower Act** 

Name

provided that the situation is emergency in nature.

This notice must be conspicuously displayed

CONTACT INFORMATION

2 above (N.J.S.A. 34:19-4)

Telephone Number:

AD-270 (10/19)

**State Family Leave Act** 

The New Jersey Security and Financial Empowerment Act ("NJ SAFE Act"), P.L. 2013, c.82, provides that The two serves security and Financial Empowerment Act (No SAFE Act), F.L. 2013, C.o.2, provides that certain employees are eligible to receive an unpaid leave of absence, for a period not to exceed 20 days in a 12-month period, to address circumstances resulting from domestic violence or a sexually violent offense. To be eligible, the employee must have worked at least 1,000 hours during the immediately preceding 12-month period. Further, the employee must have worked for an employer in the State that employs 25 or more employees for each working day during each of 20 or more calendar workweeks in the then-current or immediately preceding calendar year.

eave under the NJ SAFE Act may be taken by an employee who is a victim of domestic violence as that term is defined in N.J.S.A. 20:25-19, or a victim of a sexually violent offense, as that term is defined in N.J.S.A. 20:25-19, or a victim of a sexually violent offense, as that term is defined in N.J.S.A. 30:4-27.6. Leave may also be taken by an employee whose child, parent, spouse, domestic partner, or civil union partner is a victim of domestic violence or a sexually violent offense

Leave under the NJ SAFE Act may be taken for the purpose of engaging in any of the following activities as they relate to an incident of domestic violence or a sexually violent offense: (1) Seeking medical attention for, or recovering from, physical or psychological injuries caused by domestic or sexual violence to the employee or the employee's child, parent, spouse, domestic partner or

il union partner ) Obtaining services from a victim services organization for the employee or the employee's child,

arent, spouse, domestic partner, or civil union partner

3) Obtaining psychological or other counseling for the employee or the employee's child, parent, spouse, omestic partner or civil union partner () Participating in safety planning, temporarily or permanently relocating, or taking other actions to increase the safety from future domestic violence or sexual violence or to ensure the economic security of e employee or the employee's child, parent, spouse, domestic partner or civil union partner ) Seeking legal assistance or remedies to ensure the health and safety of the employee or the

. New Jersey law prohibits an employer from taking any retaliatory action against an employee because the

ployer or another employer, with whom there is a business relationship, that the employee reasonably believ

blactor of a factor of a factor of source of the second and the factor of a factor of a factor of the second facto

o any violation of law, or a rule or regulation issued under the law by the employer or another employer, with

y into quality of patient care, or vides information involving deception of, or misrepresentation to, any shareholder, investor, client,

m there is a business relationship, or, in the case of an employee who is a licensed or certified health care

ient,customer, employee, former employee, retiree or pensioner of the employer or any governmental entity.

Provides information regarding any perceived criminal or fraudulent activity, policy or practice of deception

Objects to, or refuses to participate in, any activity, policy or practice which the employee reasonably believe

is in violation of a law, or a rule or regulation issued under the law or, if the employee is a licensed or certified

3/3/s incompatible with a clear mandate of public policy concerning the public health, safety or welfare or protection of the environment. N.J.S.A. 34:19-3.

violation of a law, or a rule or regulation issued under the law, or, in the case of an employee who is a license

onal, provides information to, or testifies before, any public body conducting an investigation, hearing or

sentation which the employee reasonably believes may defraud any shareholder, investor, client, tomer, employee, former employee, retiree or pensioner of the employer or any governmental entit

employee does any of the following: a. Discloses, or threatens to disclose, to a supervisor or to a public body an activity, policy or practice of the

ientious Employee Protection Act "Whistleblower Act"

are professional, constitutes improper quality of patient care;

rtified health care pr

is fraudulent or criminal; or

mplover retaliatory action: protected employee actions: employee responsibilities

(6) Attending, participating in or preparing for a criminal or civil court proceeding relating to an incident of domestic or sexual violence of which the employee or the employee's child, parent, spouse, domestic partner, or civil union partner, was a victim. Leave under the NJ SAFE Act must be used in the 12-month period immediately following an instance of domestic violence or a sexually violent offense. The unpaid leave may be taken intermittently in intervals of no less than one day. The unpaid leave shall run concurrently with any paid vacation leave,

ersonal leave, or medical or sick leave that the employee elects to use or which the employer requires

be employee to use during any part of the 20-day period of unpaid leave. If the employee requests leave or a reason covered by both the NJ SAFE Act and the Family Leave Act, N.J.S.A. 34:11B-1 et seq., or the federal Family and Medical Leave Act, 20 U.S.C. 2601 et seq., the leave shall count simultaneously against the employee of antidement under cach research requesting low. against the employee's entitlement under each respective law. Employees eligible to take leave under the NJ SAFE Act must, if the necessity for the leave is

eeable, provide the employer with written notice of the need for the leave. The employee must provide the employer with written notice as far in advance as reasonable and practicable under the circumstances. The employer has the right to require the employee to provide the employer with documentation of the domestic violence or sexually violent offense that is the basis for the leave. The employer must retain any documentation provided to it in this manner in the strictest confidentiality, unly the disclosure is voluntarily authorized in writing by the employee or is authorized by a federal or State low rule are resulted.

aw, rule or regulation. The NJ SAFE Act also prohibits an employer from discharging, harassing or otherwise discriminating or The No on Lead also promotes an employer non-discharging, harassing of other wise discriminate gainst an employee with respect to the compensation, terms, conditions or privileges of employment on the basis that the employee took or requested any leave that the employee was entitled to under the NJ SAFE Act, or on the basis that the employee took or requested any leave that the the basis that the employee took or requested any leave that the the basis that the employee took or requested any leave that the the basis that the employee took or requested any leave that the the basis that the employee took or requested any leave that the the basis that the employee took or the basis that the the basis that the took of the basis the basis that the took of the basis that the basis the basis that the basis that the basis that the basis the basis that the basis the basis that the b

oyee refused to authorize the release of information deemed confidential under the NJ SAFE Act To obtain relief for a violation of the NJ SAFE Act, an aggrieved person must file a private cause of actior in the Superior Court within one year of the date of the alleged violation. This notice must be conspicuously displayed.

2. The protection against retaliation, when a disclosure is made to a public body, does not apply unless the

employee has brought the activity, policy or practice to the attention of a supervisor of the employee by written disclosure is not required where the employee reasonable population of a supervision of the enployee however, disclosure is not required where the employee reasonably believes that the activity, policy or practice is known to

one or more supervisors of the employer or where the employee fears physical harm as a result of the disclosure

Your employer has designated the following contact person to receive written notifications, pursuant to paragraph

Once each year, employers with 10 or more employees must distribute notice of this law to their employees. If yo

ed this document in a language other than English or Spanish, please call 609-292-7832.

Updated 9/13

Updated 10/1

Updated 6/20

shows or productions. <sup>9</sup> In **Theatrical** employment, the combined time spent on a set or on call and performance time shall not exceed 8 hours in any one day. <sup>9</sup> In certain cases of **Theatrical** employment, the commissioner has the authority to change the hours of the day when a minor may work, but not the total number of hours. or nours. <sup>7</sup> In **General Employment**, 14- and 15-year-old minors may work until 9 p.m., with written permission of parent or guardian, from the last day of the minor's school year until Labor Day.

## General Information

ows or productions.

e of the employer's business.

OTES

rs under 18 years old must get a 30-minute meal break after 5 consecutive ours of work

Norking during school hours /linors under 16 may not work during the hours they are required to attend

Employment certificate (also called working papers) & age certificat

lishing buildings, ships, or heavy machinery ating or assembling ships g aircraft, either commercial or private Fueining aircraft, either commercial or private Olling, wiping, or cleaning machinery in motion or assisting therein Operating or repairing elevators or other hoisting apparatus Posing nude or without generally accepted attire Servicing single-piece or multi-piece rim wheels Serving beverages out of any bar service area, including outside bars at pools or other recreational facilities

Minors who are gainfully employed must have an employment certificate. Some employers may also ask for an age certificate from minors between the ages of 18 and 21. This tells employers a minor is old enough to do certain types of work To get working papers or an age certificate, minors must apply in person to the

Making, transporting or using explosives or highly inflammable substances The wording "the manufacture, transportation or use of explosives or highly disorderly house Junk or scrap metal yards, which means any place where old iron, metal, paper cordage, and other refuse is collected and deposited or both and sold or may be treated so as to be reused in some form or discarded or where automobiles or machines are demolished for the purpose of salvaging metal or parts Inflammable substances' as used in the prohibited occupations section of the Child Labor Act does not include filling the gasoline tanks of gasoline motor-driven vehicles by using a hose connected to automatic or manual-powered pumping equipment commonly used for that purpose in gasoline service stations Aines or quarries This interpretation does not in any way affect any prohibition contained in shops, or any other place where metals are heated, melted or treated Pool and billiard rooms Video stores where X-rated movies are rented or sold.

the Child Labor Law concerning power-driven or hazardous machinery or hazardous occupations. PROHIBITED SUBSTANCES

PROHIBITIONS for ACTORS & PERFORMERS Carcinogenic substances
 Corrosive
 Pesticides
 Toxic or hazardous substances ppearing as a rope or wire walker or rider, gymnast, wrestler, boxer, ontortionist, acrobat, rider of a horse or other animal unless the minor is trained ·Radioactive substances and ionizing radiation to safely ride such horse or animal or rider of any vehicle other than that genera

sed by a minor of the same age spearing in any illegal, indecent, or immoral exhibition, practice, or theatrical PROHIBITED TYPES OF WORK y practice, exhibition or theatrical production dangerous to the life, limb, health morals of a minor

Appearance or exhibition of any physically deformed or mentally deficient mino

OTHER PROHIBITED Indecent or immoral exposure

Enforced by: NJ Department of Labor and Workforce Development Division of Wage and Hour Compliance, PO Box 389, Trenton NJ 08625-0389 -609-292-205 insporting payrolls other than within the employer's premises uction work (exemptions include minors doing volunteer work in affordable ction work" means: -erecting, alterating, repairing, renovating

This and other required employer posters are available free online at nj.gov/labor. or from the Office of Constituent Relations, PO Box 110, Trenton, NJ 08625-0110

demolishing or removing any building or structure-excavating, filling and grading sites-excavating, repairing or paving roads and highways, and-any function performed within 30 feet of the above operations. "Constructures up to 12 feet tall. Most occupations in slaughtering, meat packing, processing, or rendering, including operating operating, and structures up to 12 feet tall. If you need this document in Braille or large print, call 609-292-2305. TTY users can contact this department through the New Jersey Relay: 7-1-1.

New Jersey Department of Labor and Workforce Development Updated 8/19

third-party administrator must file a report designated as "first notice of accident" in electronic data interchange media with the Division of Workers' Compensation through the Compensation Rating and Inspection Bureau in a format prescribed

by the Compensation Rating and Inspection Bureau. When filed by an insurance

carrier or third-party administrator, the report must also be sent to the employe If the employer disagrees with the report, the employer may prepare and sign ar amended report and file the amended report with the insurance carrier or third-party administrator. The amended report must then be filed electronically with th Division through the Compensation Rating and Inspection Bureau.

Every insurance carrier providing workers' compensation insurance and every

vorkers' compensation self-insured employer shall designate a contact persor

who is responsible for responding to issues concerning medical and temporary

isability benefits where no claim petition has been filed or where a claim petiti has not been answered. The full name, telephone number, mailing address, email address and fax number of the contact person must be submitted to the Division of Workers' Compensation utilizing the Division's contact person form in the

the time of the employee's hiring. See N.J.A.C. 12:2-1.3 for alternate methods of

posting and distribution by electronic means

South Shore Regional Office

1325 Boardwalk

Atlantic City, NJ 08401

Phone: (609) 441-3100

Fax: (609) 441-3578

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ennessee Ave. & Boardwalk

**Reporting & Recordkeeping Requirements** 

New Jersey Department of Labor and Workforce Developm Chapter 194, Laws of New Jersey, 2009, Relating to Employer Obligation to Maintain and Report Records Regarding Wages, Benefits, Taxes and Other Contributions

Pursuant to State Wage Benefit and Tax Laws Wage Payment Law (N.J.S.A. 34:11-4.1 et seq.) and Wage and Hour Law (N.J.S.A. 34:11-56a et seq.) Each employer must keep a record of each employee which contains the following information:

The name of the employee:

he name of the employee; The address of the employee; The birth date of the employee if the employee is under the age of 18; The total hours worked by the employee each day and each workweek; The earnings of each employee, including the regular hourly wage, gross to net mounts with itemized deductions, and the basis on which wages are paid; . Regarding each employee who receives gratuities, the total gratuities received *y* the employee during the payroll week; 7. Regarding each employee who receives gratuities, daily or weekly reports the molecular employee interaction the following information: (a) the

taxable maximum, the taxable wages on which contributions are due, the number of workers employed during the pay period, the number of workers insured under a "private plan" for temporary disability insurance and the number of workers insured under a "private plan" for family leave insurance. Each employer of domestic service workers (as the term "domestic service worker" is defined in N.J.A.C. 12:16-13.11(0).must file an annual, rather than quarterly, NJ-927H, "Domestic Constitution of the plant" of the plant of the plant of the plant of the service of the plant of the service of the plant of the service of the plant of the service of the plant of the service of the plant of the service of the plant of the service of the plant of the service of the plant of the plant of the plant of the plant of the service of the plant of the plant of the plant of the plant of the service of the plant of the plant of the plant of the plant of the service of the plant of the plant of the plant of the plant of the service of the plant of the plant of the plant of the plant of the service of the plant of the plant of the plant of the plant of the service of the plant of the service of the plant of the service of the plant of the service of the plant of the plant

Each employer of domestic service workers (as the term "domestic service worker" is defined at N.J.A.C. 12:16- 13.7(b)) must file an annual, rather than guarterly, WR-30 with the Division of Revenue, within the Department of the Treasury. Contribution reporting: Each employer (other than employers of domestic service workers) must electronically file an NJ-927, "Employer's Quarterly Report," with the Division of Revenue, within the Department of the Treasury, and remit the corresponding unemployment insurance, supplemental workforce fund, workforce development partnership fund, temporary disability insurance and family leave insurance contribution payments, within 30 days after the end of each quarter. The NJ-927 lists the total of all wages paid, the wages paid in excess of the taxable maximum, the taxable wages on which contributions are due, the number of workers employed during the pay period, the number of workers insured under

participates in a discrimination proceeding, or otherwise opposes an unlawful employment practice. WHAT TO DO IF YOU BELIEVE DISCRIMINATION HAS OCCURRED There are strict time limits for filing charges of employment discrimination. To preserve the ability of EEOC to act on your	provision of employment, or where employment discrimination causes or may cause discrimination in providing services under such programs. Title IX of the Education Amendments of 1972 prohibite indication on the basis of sex in educational programs or activities which receive Federal financial assistance.	The New Jersey Family Lea	ave Act entitles certain employees to take up to 12 weeks of	•	h period without losing their jobs		ist provide this type of leave if	by the employee during the payroll week; 7. Regarding each employee who receives gratuities, daily or weekly reports completed by the employee containing the following information: (a) the	Employer's Annual Report," with the Division of Revenue, within the Department of the Treasury.	manner instructed on the form. Each employer, when directed to do so by the Division of Workers' Compensation, must submit to the Division of Workers' Compensation copies of
behalf and to protect your right to file a private lawsuit, should you ultimately need to, you should contact EEOC promptly when discrimination is suspected: The U.S. Equal Employment Opportunity Commission (EEOC), 1-800-669-4000 (toll-free) or 1-800-669-6820 (toll-free TTY number for individuals with hearing impairments). EEOC field office information is available at www.eeoc.gov or in most telephone directories in the U.S. Government or Federal Government section. Additional information about EEOC, including information about charge filing, is available at www.eeoc.gov.	INDIVIDUALS WITH DISABLITIES Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals with disabilities from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, barring undue hardship to the employer. Section 503 also requires that Federal contractors take affirmative action to employ and advance in employment qualified individuals with disabilities at all levels of employment, including the executive level.	The EMPLOYER has at le     The EMPLOYEE has worl     The LEAVE OF ABSENCE     of family, who has a serious     Note that the New Jersey F     Employees may be eligible	east 50 employees (or at least 30 employees as of June 30 ked for that employer for at least one year, and has worked E is being taken to care for or bond with a child within 1 year s health condition. 'amily Leave Act <b>does not</b> provide leave for the employee' for additional leave under the federal Family and Medical I	0, 2019), or is a government e ed at least 1,000 hours during ear of the child's birth or place e's own health condition. Leave Act.	entity, regardless of size. g the last 12 months. ement for adoption or foster card	e, OR to care for a family member, or so		employee's name, (b) the employee's address, (c) the employee's social security number, (d) the name and address of the employer, (e) the calendar day or week covered by the report, and (f) the total amount of gratuities received; and 8. Regarding each employee for whom the employer claims credit for food or lodging as a cash substitute for the employee who receives food or lodging supplied by the employer, information substantiating the cost of furnishing such food or lodgings, including but not limited to the nature and amount of any expenditures entering into the computation of the fair value of the food or lodging and the date required to compute the amount of the depreciated investment	Temporary Disability Insurance and Family Leave Insurance information: Each employer must retain all records pertaining to any election to discontinue a private plan for temporary disability insurance and/or family leave insurance benefits and must make such records available for inspection by the Division of Temporary Disability Insurance for a one-year period from the date that the private plan is terminated. Each employer having a private plan for temporary disability insurance and/ or family leave insurance must, within 10 days after the Division of Temporary Disability Insurance has mailed the employer a request for information with	Compensatori, mas submit to the briston of workers of Compensatori copies of such medical certificates and reports as it may have on file. Gross Income Tax Act (N.J.S.A. 54A:1-1 et seq.) Employer's Quarterly Report: The Employer's Quarterly Report, NJ-927, reports New Jersey Gross Income Tax withheld, unemployment insurance, supplemental workforce fund, workforce development partnership fund, family leave insurance and temporary disability insurance wage and withholding information.
	Updated 2/16	Except when emergent circ • For intermittent leave, at leave	umstances require shorter notice, the employee must give east 15 days' notice:	e the employer the following n	notice before taking Family Lea	ve:		in any assets allocable to the furnishing of the lodgings, including the date of acquisition or construction, the original cost, the rate of depreciation and the total	respect to a period of disability, furnish the Division with any information requested or known to the employer which may bear upon the eligibility of the	Each employer is required to electronically file an Employer's Quarterly Report, NJ-927, for each calendar quarter, regardless of the amount of tax actually due
		<ul> <li>For consecutive leave to c</li> </ul>	care for a newborn or a child placed for foster care or adop are for a family member with a serious health condition, no					amount of accumulated depreciation on such assets.	claimant. Each employer having two or more approved private plans in effect during a	for a particular quarter. Quarterly reports are due on the 30th day of the month following the end of each guarter.
Gender Eq	uity Notice	<ul> <li>In emergent circumstance To ensure that the employe</li> </ul>	s, the employee should give the employer as much notice e meets the eligibility requirements, the employer may req h or the date of placement for adoption or foster care.	e as possible.		re provider regarding the family member	er's serious health condition,	The employer may use any system of time keeping provided that it is a complete, true and accurate record. The employer must keep the wage and hour records described above for a period of six years. The employer must keep the wage and hour records described above at the place of employment or in a central office	calendar half-year or any portion thereof must, on or before the 30th day following the close of the calendar half-year, file a report showing the amount of taxable wages paid during such calendar half-year to employees while covered under each such private plan. Each employer who provides temporary disability insurance to its employees through a self-insured private plan must, for the six-month periods ending	Employers of "domestic service workers" may report and pay New Jersey Gross Income Tax withheld on an annual, rather than quarterly, basis on an NJ-927H. <u>Records to be kept:</u> Every employer is required to keep all pertinent records
Right to be Free of Gender Inequity or Bias in Pay, Compensation, Benefits	NEW JERSEY LAW	Т	o get more information or to determine whether you can file	ile a complaint with DCR, visit	sit <b>www.NJCivilRights.gov</b> or c	ontact one of the regional offices listed b	below:	in New Jersey.	June 30 and December 31 of each calendar year during which the self-insured private plan is in effect, file a statement with the Division of Temporary Disability	available for inspection by authorized representatives of the New Jersey Division of Taxation. Such records must include the following:
or Other Terms and Conditions of Employment New Jersey and federal laws prohibit employers from discriminating against an individual with respect to his/her pay, compensation, benefits, or terms, conditions or privileges of employment because of the individual's sex. FEDERAL LAW	The New Jersey Law Against Discrimination (LAD) prohibits employment discrimination based on, among other things, an individual's sex. LAD claims can be filed with the New Jersey Division on Civil Rights (NJDCR) or directly in court. Remedies under the LAD may include an order restraining unlawful discrimination, back pay, and compensatory and punitive damages.	STUE ATTORNES	31 Clinton Street 140 Ea	I Regional Office S East Front Street 20. Box 090	Southern Regional Office 5 Executive Campus Suite 107	South Shore Regional Office 1325 Boardwalk Tennessee Ave. & Boardwalk	STUE ATTORNEY	Prevailing Wage Act (N.J.S.A. 34:11-56.25 et seq.) The Prevailing Wage Act applies to employers only under certain circumstances. Specifically, it applies only when an employer enters into a contract in excess of the prevailing wage contract threshold amount for any public work (as the term	Insurance, on or before the 30th day following the end of the respective six-month period showing: 1. The number of claims received during the six-month period,	<ol> <li>The amounts and dates of all wage payments subject to New Jersey Gross Income Tax;</li> <li>The names, addresses and occupations of employees receiving such</li> </ol>
TEDERAL LAW Title VII of the Civil Rights Act of 1964 prohibits employment discrimination based on, among other things, an individual's sex. Title VII claims must be filed with the United States Equal Employment Opportunity Commission (EEOC) before they can be brought in court. Remedies under Title VII may include an order restraining unlawful discrimination, back pay, and compensatory and punitive damages.	Another State law, N.J.S.A. 34:11-56.1 et seq., prohibits discrimination in the rate or method of payment of wages to an employee because of his or her sex. Claims under this wage discrimination law may be filed with the New Jersey Department of Labor and Workforce Development (NJDLWD) or directly in court. Remedies under this law may include the full amount of the salary or wages owed, plus an additional equal amount as liquidated damages. Please be mindful that under the State wage discrimination law a differential in pay between employees based on a		Phone: (973) 648-2700 Trenton, Fax: (973) 648-4405 Phone:	n, NJ 08625-0090 (609) 292-4605 (609) 984-3812	Cherry Hill, NJ 08034 Phone: (856) 486-4080 Fax: (856) 486-2255	Atlantic City, NJ 08401 Phone: (609) 441-3100 Fax: (609) 441-3578		"public work" is defined at N.J.S.A. 34:11-56.26) to which any public body is a party or for public work to be done on a property or premises owned by a public body or leased or to be leased by a public body. Each public works contractor must submit to the public body or lessor which	<ol> <li>The number of claims accepted during the six-month period,</li> <li>The amount of benefits paid during the six-month period, and</li> <li>Such other information as the Division of Temporary Disability Insurance may require with respect to the financial ability of the self-insurer to meet the self- insured's obligations under the plan.</li> </ol>	payments; 3. The periods of their employment; 4. Their social security numbers;
The Equal Pay Act of 1963 (EPA) prohibits discrimination in compensation based on sex. EPA claims can be filed either with the EEOC or directly with the court. Remedies under the EPA may include the amount of the salary or wages due from the employer, plus an additional equal amount as liquidated damages. Please be mindful that in order for a disparity in compensation based on sex to be actionable under the EPA, it must be for	reasonable factor or factors other than sex shall not constitute discrimination. There are strict time limits for filing charges of employment discrimination. For more information regarding LAD claims, contact the NJDCR at 609-292-4605 or at www.nicivilrights.gov. For information concerning N.J.S.A. 34:11-56.1 et seg.	State	regulations require all employers covered by the New Jer				C. 13:8-2.2. Updated 4/19	contracted for the public works project a certified payroll record containing the following employee information: 1. Name;	On or before the 30th day following the close of each calendar year during which a self-insured private plan for temporary disability insurance is in effect, the employer must file a report with the Division of Temporary Disability Insurance	<ol> <li>Their withholding exemption certificates;</li> <li>The employer's New Jersey Taxpayer Identification Number;</li> <li>Record of weekly, monthly, quarterly remittances and/or returns and annual returns filed;</li> </ol>
equal work on jobs the performance of which requires equal skill, effort, and responsibility, and which are performed under similar working conditions. There are strict time limits for filing charges of employment discrimination. For further information, contact the EEOC at	contact the Division of Wage and Hour Compliance within the NJDLWD at 609-292-2305 or at http://lwd.state.nj.us.							2. Address; 3. Social security number; 4. Craft or trade;	showing: 1. The amount of funds available at the beginning of that year for payment of	<ol> <li>The dates and amounts of payments made; and</li> <li>Days worked inside and outside of New Jersey for all nonresident employees.</li> </ol>
800-669-4000 or at www.eeoc.gov.	nna nouce must be conspicuously displayed.							<ol> <li>Actual hourly rate of pay;</li> <li>Actual daily, overtime and weekly hours worked in each craft or trade;</li> </ol>	disability benefits, 2. The amount contributed by workers during that year.	Contact Information
					mination			<ol> <li>Gross pay;</li> <li>Itemized deductions;</li> <li>Net pay paid to the employee;</li> <li>Any fringe benefits paid to approved plans, funds or programs on behalf of</li> </ol>	<ol> <li>The amount contributed by the employer during that year,</li> <li>The amount of disability benefits paid during that year,</li> <li>Direct cost of administration of the plan during that year, and</li> <li>The number of employees covered by the plan as of December 31.</li> </ol>	If an employee or an employee's authorized representative wishes to contact a State representative in order to provide information to or file a complaint with the representative regarding an employer's possible failure to meet any of the requirements set forth above, he or she may use the following contact
Unemployment & T	emporary Disability		illegal to discriminate against work-authorized ind The refusal to hire an individual because the	e documents have a futur	re expiration date may also	constitute illegal discrimination.		the employee; and 11. Fringe benefits paid in cash to the employee. Each public works contractor must, within 10 days of payment of wages, submit	Each employer who provides family leave insurance to its employees through a self-insured private plan must for the one-year period ending December 31 of each calendar year during which a self-insured private plan is in effect file	information: For possible failure to meet the record keeping or reporting requirements of the
New Jersey Department of Labor and Workforce Development	New Jersey employers have the option of providing coverage to their employees through an approved private plan instead		For information, please contact The Office of Spec	cial Counsel for Immigrat	ition Related Unfair Employi	ment Practices Oπice at 800-255-76	688.	the certified payroll record to the public body or the lessor which contracted for the public works project.	a statement with the Division of Temporary Disability Insurance, on or before the 30th day following the end of the oneyear period showing the following	Wage Payment Law, Wage and Hour Law or Prevailing Wage Act:
Your employer is subject to the New Jersey Unemployment & Temporary Disability Benefits Laws	of the state plan. If you are covered under a private plan, your employer's insurance carrier is responsible for processing and paying benefits on your disability claim. If you become disabled, ask your employer for the form you need to claim benefits under the private plan.							Each public works contractor which employs one or more apprentices on a public works project must maintain with its records written evidence that the apprentice or apprentices are registered in an approved apprenticeship program while performing work on the project.	information with regard to each of the following types of claims: care of a sick child, care of a sick spouse, care of a sick domestic partner, care of a sick civil union partner, care of a sick parent, bonding by biological parent with a newborn child, bonding by domestic partner or civil union partner of biological parent with a	Phone: 609-292-2305 E-mail: wagehour@dol.nj.gov Mail: New Jersey Department of Labor and Workforce Development
Unemployment Insurance Benefits are payable to workers who lose their jobs or who are working less than full time because of a lack of full-time work and who meet the eligibility requirements of the law.	Who pays for Unemployment & Temporary Disability Programs? These programs are paid for by payroll taxes paid by employers and employees. Your employer is authorized to deduct worker contributions (tax) from your wages. The deductions must be noted on your pay envelope, paycheck, or on	G	No	Smoking	g Notice		(J)	Unemployment Compensation Law (N.J.S.A. 43:21-1 et seq.), Temporary Disability Benefits Law (N.J.S.A. 43:21-25 et seq.) and Family Leave Insurance Benefits Law, P.L. 2008, c. 17.	newborn child, bonding by individual with newly adopted child: 1. The number of claims for family leave insurance benefits received during the one-year period, 2. The number of claims for family leave insurance benefits accepted during the	Division of Wage and Hour Compliance P.O. Box 389 Trenton, NJ 08625-0389
If you become totally or partially unemployed, file a claim for unemployment insurance benefits as soon as possible. The easiest, quickest way is to file online at myunemployment, i.gov. You can also file a claim over the phone by contacting our Reemployment Call Centers at one of these numbers listed below. Note, if you were a maritime employee in the last 18 months or live outside of the United States, you must file your claim over the phone. Be prepared to have information about yourself, your employer and your work history available when filing your claim.	some other form of notice. The amount of wages that are taxable changes from year to year. The deduction may be allocated at varying rates to the Unemployment Insurance Trust Fund, the Temporary Disability Insurance Fund and the Workforce Development/Supplemental Workforce Funds. If an approved private plan is non-			NO SMOKIN VIOLATORS ARE SUBJ New Jersey Smoke-F	JECT TO FINE.			Payroll records: Each employing unit must maintain a record for each worker engaged in employment, which record must contain the following information about the worker:	one-year period, 3. The number of workers who received family leave insurance benefits during the one-year period, 4. The amount of family leave insurance benefits paid during the one-year period,	For possible failure to meet the record keeping or reporting requirements of the Unemployment Compensation Law, Temporary Disability Benefits Law or Family Leave Insurance Benefits Law: Phone: 609-292-2810
Cumberland Call Center         Second Call Center         Freehold Call Center         732-761-2020           Union City Call Center         Out of State         0ut of State         1-888-795-6672	contributory, no contributions can be deducted from workers' wages for disability insurance. Your employer's contributions are based in part on their employment experience.			New Jersey Sinoke-P N.J.S.A. 26:3[				<ol> <li>Full name, address and social security number;</li> <li>Total remuneration paid in each pay period showing separately cash, including commissions and bonuses; the cash value of all compensation in any medium other than cash; gratuities received regularly in the course of employment if reported by the employee, or if not so reported, the minimum wage rate</li> </ol>	5. The average weekly family leave insurance benefit during the one-year period, 6. The amount of sick leave, vacation leave or other fully paid time, which resulted in reduced benefit duration during the one-year period, 7. With regard solely to family leave insurance benefit claims to care for sick family members, the amount of intermittent family leave insurance benefits paid	E-mail: emplaccts@dol.nj.gov Mail: New Jersey Department of Labor and Workforce Development Division of Employer Accounts
Disability Insurance Benefits are payable to New Jersey workers who suffer a non-work-related illness, injury, or other medical condition that prevents them from working. Temporary disability insurance coverage includes new and expecting mothers during their final weeks of pregnancy and recovery. If you become disabled and wish to apply for disability benefits, start by asking whether	NEW JERSEY DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT - LWD nj.gov/labor							prescribed under applicable laws of this State or of the United States, or the amount of remuneration actually received by the employee, whichever is higher, and service charges collected by the employer and distributed to workers in lieu of gratuities and tios:	during the one-year period, and 8. The average duration of family leave insurance benefits, in days, during the one-year period.	P.O. Box 947 Trenton, NJ 08625-0947 For possible failure to meet the record keeping or reporting requirements of the
your employer participates in the state disability insurance plan or has a private insurance plan. New Jersey State Disability Insurance Plan* ("state plan") If you are covered under the state insurance plan, you may apply for disability benefits (or download a paper application —	<i>Display this poster in a conspicuous place</i> Enforced by: NJ Department of Labor and Workforce Development Division of Temporary Disability Insurance, PO Box 387, Trenton, NJ 08625-0387		Ear	rned Sic	k Leave			3. An entry under the heading "special payments" of the amount of any special payments, such as bonuses and gifts, which have been paid during the pay period but which relate to employment in a prior period. The following shall be shown separately under this heading: cash payments, cash value of other	The information reported in 1. through 8. above must be broken down by sex and by age group, beginning at 25 years and under and increasing in increments of 10. On or before the 30th day following the close of each calendar year during which	Workers' Compensation Law: Phone: 609-292-2515 E-mail: dwc@dol.nj.gov Mail: New Jersey Department of Labor and Workforce Development
Form DS-1) online at myleavebenefits.nj.gov. Applying online is faster. Submit the completed paper application by <b>fax</b> to: 609-984-4138 or <b>mail</b> to: Division of Temporary Disability Insurance PO Box 387 Trenton, New Jersey 08625-0387	This and other required employer posters are available free online at nj.gov/labor, or from the Office of Constituent Relations, PO Box 110, Trenton, NJ 08625-0110 • 609-777-3200.	New Jersey Department of New Jersey Earned Sick Le Notice of Employee Rights		• Sil		inion partner of an employee's parent or g omestic partner, or civil union partner wt to the employee	grandparent	remuneration, the nature of such payments, the period during which the services were performed for which special payments were payable; 4. The date hired, rehired and returned to work after temporary layoff; 5. The date separated from employment and the reason for separation;	a self-insured private plan for family leave insurance is in effect, the employer must file a report with the Division of Temporary Disability Insurance showing:	Division of Workers' Compensation P.O. Box 381 Trenton, NJ 08625-0381
For more information, visit myleavebenefits.nj.gov or call 609-292-7060. <b>Private Disability Insurance Plan</b> ("private plan")	The New Jersey Department of Labor and Workforce Development is an equal opportunity employer with equal opportunity programs. Auxiliary aids and services are available upon request to individuals with disabilities.		Sick Leave Law, most employees have a right to accrue up to ps://nj.gov/labor/ to learn which employees are covered by the	o 40 hours of earned • An		ation with the employee is the equivalent of	of family	<ol> <li>Such information as may be necessary to determine remuneration on a calendar week basis; and</li> <li>The number of base weeks (as the term "base week" is defined in N.J.S.A.</li> </ol>	<ol> <li>The amount of funds available at the beginning of that year for payment of family leave insurance benefits,</li> <li>The amount contributed by workers during that year,</li> </ol>	For possible failure to meet the record keeping or reporting requirements of the
	Updated 7/19	New employees must recei	ive this written notice from their employer when they beg	gin employment, If yo	Ivance Notice our need for earned sick leave is	foreseeable (can be planned in advance),	, your employer can require	43:21-19(t)) and wages.	<ol> <li>The direct cost of administration of the plan during that year,</li> <li>The number of employees covered by the plan as of December 31, and</li> </ol>	Gross Income Tax Act: Phone: 609-292-6400
		and existing employees m	ust receive it by November 29, 2018. Employers must also ible place at all work sites, and provide copies to employ	opost this notice in up to yees upon request. unfo	to 7 days' advance notice of your foreseeable (cannot be planned ir	intention to use earned sick leave. If your a advance), your employer may require you	r need for earned sick leave is	All records referred to in 1. through 7. above must be kept safe and readily accessible at the New Jersey place of business of the employing unit. All records referred to in 1. through 7. above must be retained for the current	<ol> <li>Such other information as the Division of Temporary Disability Insurance may require with respect to the financial ability of the self-insurer to meet the self-insured's obligation under the</li> </ol>	E-mail: nj.taxation@treas.state.nj.us Mail: New Jersey Department of the Treasury
Family Leav	e Insurance	YOU HAVE A RIGHT TO EA Amount of Earned Sick Lea Your employer must provide	RNED SICK LEAVE.	prac Doc ear. Your employer's You	actical. <b>ocumentation</b> ur employer can require reasonab	le documentation if you use earned sick le	leave on 3 or more consecutive	calendar year and for the four preceding calendar years. Once an employer becomes inactive, the employer must keep all records referred to in 1. through 7. above for the subsequent six quarters.	Upon the happening of an accident or the occurrence of any occupational disease, an employer who has insurance coverage or utilizes a third-party	Division of Taxation • Information and Publications Branch P.O. Box 281 Trenton, NJ 08625-0281
-		benefit year is:			ork days, or on certain dates speci alth care provider to specify the m	fied by the employer. The law prohibits em edical reason for your leave.	mployers from requiring your	<u>Wage reporting:</u> Each employer (other than employers of domestic service workers) must electronically file a WR-30, "Employer Report of Wages Paid," with the Division of Revenue, within the Department of the Treasury, within 30 days	administrator shall promptly furnish the insurance carrier or the third-party administrator with accident or occupational disease information. Within three weeks after an accident or upon knowledge of the occurrence	This notice must be conspicuously posted. Not later than December 7, 2011, each employee must also be provided a written copy of the notice or, for employees
New Jersey Department of Labor and Workforce Development Your employer is subject to the Family Leave Insurance provisions of the New Jersey Temporary Disability	New mothers who receive temporary disability benefits through the state plan for their pregnancy will get instructions on	Start of Benefit Year:	End of Benefit Year:	Uni	used Sick Leave			after the end of each quarter. The WR-30 lists the name, social security number	Within three weeks after an accident or upon knowledge of the occurrence of an occupational disease, every insurance carrier, third-party administrator,	hired after November 7, 2011, a written copy of the notice must be provided at

# **Family Leave Insurance**

Start of Benefit Year: End of Benefit Year: Your employer is subject to the Family Leave Insurance provisions of the New Jersey Temporary Disability Bonefits Law New mothers who receive temporary disability benefits through the state plan for their pregnancy will get instructions on now to file for family leave benefits after the child is born Rate of Accrual bu accrue earned sick leave at the rate of 1 hour for every 30 hours worked, up to a maximum of 40 hours of Private Family Leave Insurance Plan ("private plan") New Jersey law provides up to 6 weeks of family leave insurance benefits. Beginning July 1, 2020, the law will allow up to 12 weeks of continuous family leave or 56 days of intermittent leave. Employees who are covered by family leave insurance can apply for benefits to: leave per benefit year. Alternatively, your employer can próvide you with 40 hours of earned sick leave up front. An employer may provide family leave insurance through a private insurance carrier, if this Division approves the plan. If your employer has an approved private plan, your employer must provide information about coverage and provide the Date Accrual Begins forms to apply for benefits. a begin to accrue earned sick leave on October 29, 2018, or on your first day of employment, whicheve • bond with a child within 12 months of the child's birth or placement by adoption or foster care. The applicant, or the later. Exception: If you are covered by a collective bargaining agreement that was in effect on October 29, icant's spouse or domestic or civil union partner, must be the child's biological, adoptive or foster parent, unless a Who pays for Family Leave Insurance? surrogate carried the child. care for a family member with a serious health condition. Supporting documentation from a health care provider is ovees finance this program. Family leave insurance coverage under the state plan will ayroll contributions from employees finance this program. Family leave insulance overlage under une state plan win aquire contributions to be deducted from employee wages. The deductions must be noted on the employee's pay nvelope, paycheck, or on some other form of notice. In 2018, the taxable wage base for family leave insurance benefits is the same as the taxable wage base for unemployment and temporary disability insurance 'Family member' means a child, parent, parent-in-law, sibling, grandparent, grandchild, spouse, domestic partner, civi union partner, and any other person related by blood to the employee or with whom the employee has a close associ Enforced by: NJ Department of Labor and Workforce Development Division of Temporary Disability Insurance. PO Box 387 Trenton, NJ 08625-0387 "Child" means a biological, adopted, or foster child, stepchild or legal ward of a parent. A child gained by way of a valid written contract between the parent and a surrogate (gestational carrier) is included in this definition. This and other required employer posters are available free online at nj.gov/labor, or from the Office of Constituent ns, PO Box 110, Trenton, NJ 08625-0110 • 609-777-320

The New Jersey Department of Labor and Workforce Development is an equal opportunity employer with equal opportunity programs. Auxiliary aids and services are available upon request to individuals with disabilities. PR-2 (4/19)

## **Workers' Compensation**

ATTENTION NEW JERSEY EMPLOYERS NOTICE REGARDING WORKERS' COMPENSATION New Jersey employers are responsible for obtaining their Workers' Compensation Posting Notice as required by law. This notice can be obtained from your Workers' Compensation Insurance Carrier.

New Jersey's Workers' Compensation Law states that, "every employer who has complied with the provisions of the Workers' Compensation Law shall post and maintain in a conspicuous place or places in and about his place of business, typewritten or printed notices in such form as the commissioner of banking and insurance may prescribe stating that he has secured the payment of compensation to his employees and their dependents in accordance with the provisions of the Workers' Compensation Law and shall name the company or companies insuring his liability, or shall state that the employer as qualified before the commissioner of banking and insurance for the carrying of his own liability."

Payday	Notice
PAYDAY	IS ON

□ MONDAY □ TUESDAY □ WEDNESDAY □ THURSDAY □ FRIDAY □ SATURDAY □ SUNDAY PAY SCHEDULE IS

UWEEKLY 🗆 BI-WEEKLY 🗖 SEMI-MONTHLY 🗖		
PAYCHECKS ARE ISSUED ON THE _	 AND	OF THE MONTH

# **Emergency Notice**

You can use earned sick leave to take time off from work when: • You need diagnosis, care, treatment, or recovery for a mental or physical illness, injury, or health condition; or your family member needs preventive medical care. • You need to care for a family member during diagnosis, care, treatment, or recovery for a mental or physical illness, injury, or health condition; or your family member needs preventive medical care. • You need to care for a family member during diagnosis, care, treatment, or recovery for a mental or physical illness, injury, or health condition; or your family member needs preventive medical care. • You need to attend school-related conferences, meetings, or events regarding your child's education; or to attend a school-related meeting regarding your child's health. • Your employer's business closes due to a public health emergency. or you need to care for a child whose school or child care provider closed due to a public health emergency. <b>Family Members</b> The law recognizes the following individuals as "family members:" • Child (biological, adopted, or foster child; stepchild; legal ward; child of a domestic partner or civil union partner) • Spouse • Domestic partner or civil union partner	,	Date Earned Sick Leave is Available for Use You can begin using earned sick leave accrued under this law of February 26, 2019, or the 120th calendar day after you begin employment, whichever is later. However, your employer can provide benefits that are more generous than those required under the law, and can permit you to use sick leave at an earlier date.	<ul> <li>Communicating Participating in</li> <li>Informing anoth Retaliation includ adverse employn law.</li> </ul>
family mémbér needs preventive médical care. You or a family mémbér nave been the victim of domestic violence or sexual violence and need time for treatment, counseling, or to prepare for legal proceedings. You or a family member have been the victim of domestic violence or sexual violence and need time for treatment, counseling, or to prepare for legal proceedings. You rou or a family member have been the victim of domestic violence or sexual violence and need time for treatment, counseling, or to prepare for legal proceedings. You rou preventive school-related conferences, meetings, or events regarding your child's education; or to a child school-related meeting regarding your child's health. Your or afmily members The law recognizes the following individuals as "family members." • Grandchild • Grandchild • Spouse • Domestic partner or civil union partner • Parent <b>FOUMAY NEED TO CHECK YOUR WITHHOLDING</b> Since you last filed Form W-4 with your employer did you Marry or divorce? Gain or lose a dependent? Change your name? Were there major changes to Your family wage income (joue or your spouse started or "You have a right of a domestic partner or civil union partner" Wur the for more information of the partner or civil union partner For once information of the partner or civil union partner • Parent <b>FOUMAY NEED TO CHECK YOUR WITHHOLDING</b> Since you last filed Form W-4 with your employer did you Marry or divorce? Gain or lose a dependent? Change your name? Worr family wage income (joue or your spouse started or "You family wage income (you or you spouse started or "You family wage income (you or you spouse started or "You family wage income (you or you spouse started or "You family wage income (you or you spouse started or "You family wage income (you or you spouse started or "You family wage income (you or you spouse started or "You family w		<ul> <li>You need diagnosis, care, treatment, or recovery for a mental or physical illness, injury, or health condition; or you need preventive medical care.</li> <li>You need to care for a family member during diagnosis, care, treatment, or recovery for a mental or physical</li> </ul>	You Have a Righ You can file a co online at nj.gov/la of 8:30 a.m. and
<ul> <li>featment, couriseling, or to prepare for legal proceedings.</li> <li>You need to attend school-related conferences, meetings, or events regarding your child's education; or to attend a school-related meeting regarding your child's health.</li> <li>Your employer's business closes due to a public health emergency or you need to care for a child whose school or child care provider closed due to a public health emergency or you need to care for a child whose school or child care provider closed due to a public health emergency or you need to care for a child whose school or child care provider closed due to a public health emergency or you need to care for a child whose school or child care provider closed due to a public health emergency.</li> <li>Child (biological, adopted, or foster child; stepchild; legal ward; child of a domestic partner or civil union partner).</li> <li>Grandchild</li> <li>Sibling</li> <li>Spouse</li> <li>Domestic partner or civil union partner</li> <li>Parent</li> </ul> <b>IDENTIFY on CHECK YOUR WITHHOLDING</b> Since you last filed Form W-4 with your employer did you Marry or divorce? Gain or lose a dependent? Change your name? Were there major changes to Your nonwage income (interest, dividend, capital gains, etc.)? Your nonwage income (jou or your spouse started or provide gains, etc.)? Your family wage income (you or your spouse started or provide gains, etc.)?	′	family member needs preventive medical care.	Keep a copy of
<ul> <li>Your employer's business closes due to a public health emergency or you need to care for a child whose school or child care provider closed due to a public health emergency.</li> <li>Family Members</li> <li>The law recognizes the following individuals as "family members:"         <ul> <li>Child (biological, adopted, or foster child; stepchild; legal ward; child of a domestic partner or civil union partner)</li> <li>Grandchild</li> <li>Sibling</li> <li>Spouse</li> <li>Domestic partner or civil union partner</li> <li>Parent</li> </ul> </li> <li>VOU MAY NEED TO CHECK YOUR WITHHOLDING Since you last filed Form W-4 with your employer did you Marry or divorce? Gain or lose a dependent? Change your name?</li> <li>Were there major changes to Your nonwage income (you or your spouse started or</li> </ul> <li>You monwage income (you or your spouse started or</li>	9	treatment, counseling, or to prepare for legal proceedings. • You need to attend school-related conferences, meetings, or events regarding your child's education; or to	You have a right For more informa
Family Members       NEW JERSEY D         The law recognizes the following individuals as "family members:"       Child (biological, adopted, or foster child; stepchild; legal ward; child of a domestic partner or civil union partner)       Enforced by: NJ Box 389, Trentor         • Grandchild       Sibling       Domestic partner or civil union partner       This and other re Constituent Rela         • Domestic partner or civil union partner       Parent       If you need this of through the New         VOU MAY NEED TO CHECK YOUR WITHHOLDING       Since you last filed Form W-4 with your employer did you       If you can answe         Marry or divorce? Gain or lose a dependent? Change your name?       Your nonwage income (interest, dividend, capital gains, etc.)?       Your nonwage income (you or your spouse started or		Your employer's business closes due to a public health emergency or you need to care for a child whose	nj.gov/laborWDL
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		The law recognizes the following individuals as "family members:" • Child (biological, adopted, or foster child; stepchild; legal ward; child of a domestic partner or civil union	Enforced by: NJ Box 389, Trenton
Domestic partner or civil union partner     Parent     If you need this of through the New     IRS Withhold     YOU MAY NEED TO CHECK YOUR WITHHOLDING     Since you last filed Form W-4 with your employer did you Marry or divorce? Gain or lose a dependent? Change your name?     Were there major changes to     Your nonwage income (interest, dividend, capital gains, etc.)?     Your family wage income (you or your spouse started or     Employer: Please		• Grandchild • Sibling	This and other re Constituent Rela
YOU MAY NEED TO CHECK YOUR WITHHOLDING       If you can answer         Since you last filed Form W-4 with your employer did you       To any of these or         Marry or divorce? Gain or lose a dependent? Change your name?       See your employer your withholding. I         Were there major changes to       Withholding, Liwithholding, Liwithholding, Calculated and the section of the section o		Domestic partner or civil union partner	If you need this d through the New
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		ended a job)? Your itemized deductions? Your tax credits?	indicate where the

**Unused Sick Leave** Jp to 40 hours of unused earned sick leave can be carried over into the next benefit year. However, your over is only required to let you use up to 40 hours of leave per benefit year. Alternatively, your employer can offer to purchase your unused earned sick leave at the end of the benefit year.

You Have a Right to be Free from Retaliation for Using Earned Sick Leave our employe ployer cannot retaliate against you for: sting and using earned sick leave Frequesting and using earned sick leave Filing a complaint for alleged violations of the law Communicating with any person, including co-workers, about any violation of the law Participating in an investigation regarding an alleged violation of the law, and Informing another persons of that person's potential rights under the law. Retaliation includes any threat, discipline, discharge, demotion, suspension, or reduction in hours, or any othe verse employment action against you for exercising or attempting to exercise any right guaranteed under the

ou Have a Right to File a Complaint ou can file a complaint with the New Jersey Department of Labor and Workforce Development line at nj.gov/labor/wagehour/complnt/filing\_wage\_claim.html or by calling 609-292-2305 between the hour 8:30 a.m. and 4:30 p.m., Monday through Friday.

eep a copv of this notice and all documents that show your amount of sick leave accrual and usage ou have a right to be given this notice in English and, if available, your primary language. or more information visit the website of the Department of Labor and Workforce Development: nj.gov/labor.

EW JERSEY DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT

nforced by: NJ Department of Labor and Workforce Development Division of Wage and Hour Compliance, Po ox 389, Trenton, NJ 08625-0389 • 609-292-2305

his and other required employer posters are available free online at nj.gov/labor, or from the Office of onstituent Relations, PO Box 110, Trenton, NJ 08625-0110 • 609-777-3200.

you need this document in Braille or large print, call 609-292-2305. TTY users can contact this department rough the New Jersey Relay: 7-1-1.

# holding

ou can answer "yes"... ny of these or you owed extra tax when you filed your last return, you may need to file a new Form W-4. your employer for a copy of Form W-4 or call the IRS at 1-800-829-3676. Now is the time to check withholding. For more details, get Publication 919, How Do I Adjust My Tax Withholding?, or use the olding Calculator at www.irs.gov/individuals on the IRS website.

oloyer: Please poster or publish this Bulletin Board Poster so that your employees will see it. Please cate where they can get forms and information on this subject

# **Payment of Wages**

MAKING UNAUTHORIZED COPIES IS AGAINST THE LAW AND MAY SUBJECT YOU TO CIVIL AND CRIMINAL LIABILITY

New Jersey Department of Labor and Workforce Development • Chapter 173, Laws of New Jersey, 1965: Relating to Payment of Wages All Employers Must Pay Wages to All Employees in Full at Least Twice a Calendar Month. Executive and supervisory employees, however, may be paid at least once a calendar month. Payment shall be made on regular paydays designated in advance.

/hen a payday falls on a non-work day, payment shall be made on the immediately preceding work day, nless otherwise provided for in

contributions for organized and recognized charities • rental of work clothing or uniforms or for laundering r dry cleaning of work clothing or uniforms • labor union dues and fees • health club mem All Employers Shall: Notify employees at time of hiring the rate of pay and the regular payday. Notify employees of changes in pay rates or paydays prior to the changes. Furnish each employee with statement of deductions each pay period. Make and keep records for employees, including wages and hours, and make such records available for inspection. Provide employees at time of hiring a required poting form purplet NWW 400, decaribing the perior.

Updated 2 **Discrimination in Employment** 

Wage reporting: Each employer (other than employers of domestic service workers) must electronically file a WR-30, "Employer Report of Wages Paid," with the Division of Revenue, within the Department of the Treasury, within 30 days after the end of each quarter. The WR-30 lists the name, social security number and wages paid to each employee and the number of base weeks worked by the employee during the calendar quarter.

nination, Punitive Damages, and Attorney's Fees

Northern Regional Office

31 Clinton Street

Newark, NJ 07102

Phone: (973) 648-2700

Fax: (973) 648-4405

New Jersey Law Prohibits Discrimination in Employment ON THE BASIS OF: Race, Creed, Color, National Origin, Age, Ancestry, Nationality, Marital or Domestic Partnership or Civil Union Status, Sex, Pregnancy, Gender Identity or Expression, Disability, Liability for Military Service, Affectional or Sexual Orientation, Atypical Cellular or Blood Trait, Genetic Information (including the refusal to submit to genetic testing) BY: Private or State and Local Government Employers, Employment Agencies, or Labor Unions WITH RESPECT TO: Hiring, Promotion, Transfer, Demotion, Termination, Salary, Benefits, Other Privileges, Conditions or Terms of Employment, Layoff, Harassment, Apprenticeship and Training Programs, Job Referrals, or Union Membership OR: In Retaliation for Filing a Complaint, Participating or Testifying in Any Proceedings or for Opposing Any Acts Forbidden under the New Jersey Law Against Discrimination REMEDY MAY INCLUDE: An Order Restraining Unlawful Discrimination, Back Pay, Damages for Pain and Humiliation Experienced as a Result of Unlawful Discrimination, Punitive Damages, and Attorney's Fees It is also unlawful to publish employment advertisements which discriminate against persons in violation of the New Jersey Law Against Discrimination, N.J.S.A. 10:5-1 et seq. Violations should be reported to the nearest office of the NJ Division on Civil Rights at 866-405-3050 (Toll-Free) or online www.NJCivilRights.gov

statutory non-insured employer, including the State, counties, municipalities and school districts, and duly authorized self-insured employer not utilizing a

**Discrimination In Public Accommodation** 

Arthreship or Civil Union Status, Sex, Pregnancy, Gender Identity or Expression, Affectional or Sexual Orientation, Disability, or Liability for Service in the U.S. Armed Forces. BY: A Proprietor, Manager, Owner, Buperintendent Lessee, Agent or Employee WITH RESPECT TO: The Services, Facilities, Privileges, or Accommodations Provided by Public Accommodations (whether or not it has a building, headquarters, office or other place). Public Accommodations include, but are not limited to, schools, government buildings, courts, restaurants, taverns libraries, hotels, gymnasiums, theaters and hospitals. REMEDY MAY INCLUDE: An Order Restraining Unlawful Discrimination, Reimbursement for Financial Loss, Damages for Pain and Humiliation Experienced as a Result of Unlawful Discrimination. Public Damager, and Attematy's Fees

Violations should be reported to the nearest office of the NJ Division on Civil Rights at 866-405-3050 (Toll-Free) or online www.NJCivilRights.gov

The regulations of the New Jersev Division on Civil Rights require that all places of public accommodation who are covered by the New Jersev Law Against Discrimination shall display this official poster in places easily visible to all persons seeking or using the accommodations. N.J.A.C. 13:8-1.4.

Southern Regional Office

5 Executive Campus

Suite 107

Cherry Hill, NJ 08034

Phone: (856) 486-4080

Fax: (856) 486-2255

lew Jersey Law Prohibits Discrimination in Places of Public Accommodation ON THE BASIS OF: Race, Creed, Color, National Origin, Ancestry, Nationality, Marital or Dor

Central Regional Office

140 East Front Street

P.O. Box 090

Trenton, NJ 08625-0090

Phone: (609) 292-4605

Fax: (609) 984-3812

ATTORNEY ATTORNEY	Northern Regional Office 31 Clinton Street Newark, NJ 07102 Phone: (973) 648-2700 Fax: (973) 648-4405	Central Regional Office 140 East Front Street P.O. Box 090 Trenton, NJ 08625-0090 Phone: (609) 292-4605 Fax: (609) 984-3812	Southern Regional Office 5 Executive Campus Suite 107 Cherry Hill, NJ 08034 Phone: (856) 486-4080 Fax: (856) 486-2255	South Shore Regional Office 1325 Boardwalk Tennessee Ave. & Boardwalk Atlantic City, NJ 08401 Phone: (609) 441-3100 Fax: (609) 441-3578	STUE ATTORNEY BOARD
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The regulations of the New Jersey Division on Civil Rights require that all employers, employment agencies and labor organizations who are covered by the New Jersey Law Against Discrimination shall display this official poster in places easily visible to all employees and applicants. N.J.A.C. 13:8-1.2.

Updated 4/1

Updated 4/1

**Discrimination in Housing** 

AMBULANCE FIRE-RESCUE HOSPITAL PHYSICIAN ALTERNATE POLICE: HAZARDOUS MATERIAL OSHA:



a collective bargaining agreement. The end of the pay period for which payment is made on a regular yayday shall be not more than 10 working days before such regular payday. ' payment is by check, suitable arrangements must be made for cashing the check without difficulty and or the full amount.

Employees leaving or terminated for any reason, including labor disputes, shall be paid all wages due not later than the regular payday for the period in which the termination occurred.
 An additional 10 days may be allowed in the event of a labor dispute involving payroll employees.
 Employees paid on an incentive system shall be paid a reasonable approximation of wages due until

kact amounts can be computed. Payment may be made through regular pay channels or by mail if requested by the emplo It shall be unlawful to make any agreement for payment other than as provided in this act, except to pay at shorter intervals or to pay wages in advance. Wages due a deceased employee may be paid to the survivors in the order of preference as outlined in

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the statute. No Deductions Shall Be Made From Employees' Wages Except: Amounts authorized by New Jersey or United States Law or payments to correct payroll errors. Contributions or payments authorized by employees either in writing or under a collective bargaining areement for

agreement for: Employee welfare • insurance • hospitalization • medical or surgical or both • pension • retirement • profit-sharing plans • plans establishing individual retirement annuities on a group or individual basis • individual retirement accounts at any State or federally chartered bank, savings bank, or savings and loan association • company-operated thrift plans • security option or security purchase plans to buy marketable securities • employee personal savings accounts such as a credit union, savings fund society, savings and loan or building and loan association • Christmas, vacation or other savings funds. Purchase of company products or employer loans in accordance with a periodic payment schedule contained in the original purchase or loan agreement • safety equipment • U.S. government bonds • costs and fees to replace employee identification for access to sterile or secured areas of airports •

notice (form number MW-400) describing the employer's obligation to maintain and report records regarding wages, benefits, taxes and other contributions and assessments.

The Commissioner of Labor and Workforce Development shall enforce and administer the provisions or an autho

sions of this act and the Commissioner authorized representative shall have the power to make all necessary inspections of lishments and records.

Any employer who knowingly and willfully violates any provision of this act shall be guilty of a disorderly persons offense and upon conviction shall be punished by a fine of not less than \$100 nor more than \$1,000. Each day during which any violation of this act continues shall constitute a separate and distinct

As an alternative to or in addition to any other sanctions provided by law for violations, the Comr is authorized to assess and collect administrative penalties, up to a maximum of \$250 for a first violation and up to a maximum of \$500 for each subsequent violation.

and up to a maximum of \$500 for each subsequent violation. The employer shall also pay the Commissioner an administrative fee equal to not less than 10% or more than 25% of any payment due to employees. The Commissioner may, after affording the employer or successor firm notice and an opportunity for a hearing in accordance with the provisions of the "Administrative Procedure Act," P.L. 1968, c.410 (C.52:14B-1 et seq.), issue a written determination directing any appropriate agency to suspend any one or more licenses that are held by the employer or successor firm, for a period of time determined by the Commissioner

Please Note: The Division of Wage and Hour Compliance does not investigate or inquire into the legal status of any worker. The Division applies New Jersey's labor laws without regard to a worker's legal status. The Division does not share information with "Immigration". Enforced by: New Jersey Departme of Labor and Workforce Development • Division of Wage and Hour Compliance PO Box 389 • Trenton, New Jersey 08625 0389 (600) 262 - 330 New Jersey 08625-0389 (609) 292-2305



lew Jersey Law Prohibits Discrimination in Housing ON THE BASIS OF: Race, Creed, Color, National Origin, Ancestry, Nationality, Marital or Domestic Partnership or Civil Union Status, Familial Status, Sex, egnancy, Gender Identity or Expression, Affectional or Sexual Orientation, Disability, Source of Lawful Income or Source of Lawful Rent Payment (including Section 8), or Liability for Service in the U.S. Armed orces. By: All Persons including Real Estate Agents or Brokers, Financial Institutions, Property Owners, Landlords, or Building Superintendents, and Their Agents and mployees WITH RESPECT TO: - The Sale, Rental or Lease of Real Property • Advertising of Real Property • Receipt or Transmittal of Offers to Purchase or Rent Real Property • Application and Terms a Mortgage or Other Loan REMEDY MAY INCLUDE: An Order Restraining Unlawful Discrimination, Reimbursement for Financial Loss, Damages for Pain and Humiliation Experienced as a Result of Unlawful a contrained purchase or Pain and Humiliation Experienced as a Result of Unlawful regnancy, Gender orces. **BY:** All Per Punitive Damages, and Attorney's Fee

It is also unlawful to publish real estate advertisements which express any discrimination against persons protected by the New Jersey Law Against Discrimination, N.J.S.A. 10:5-1 et seq. Violations should be reported to the nearest office of the NJ Division on Civil Rights at 866-405-3050 (Toll-Free) or online www.NJCivilRights.gov

Northern Regional Office 31 Clinton Street Newark, NJ 07102 Phone: (973) 648-2700 Fax: (973) 648-4405	Central Regional Office 140 East Front Street P.O. Box 090 Trenton, NJ 08625-0090 Phone: (609) 292-4605 Fax: (609) 984-3812	Southern Regional Office 5 Executive Campus Suite 107 Cherry Hill, NJ 08034 Phone: (856) 486-4080 Fax: (856) 486-2255	South Shore Regional Office 1325 Boardwalk Tennessee Ave. & Boardwalk Atlantic City, NJ 08401 Phone: (609) 441-3100 Fax: (609) 441-3578
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The regulations of the New Jersey Division on Civil Rights require that all real estate brokers and persons who engage in the business of selling or renting real property who are covered by the New Jersey Law Against Discrimination shall display this official poster in places easily visible to all employees and applicants. N.J.A.C. 13:8-1.3