**Exemptions from Overtime** 

discrepancies in the laws.

Occupational Safety and Health IT'S THE LAW!

#### All workers have the right to:

A safe workplace.

PRODUCT ID: ME2-27X40-ENG

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

speak in private to the inspector.

- See any OSHA citations issued to your employer.
- Request copies of your medical records, tests that measure hazards in the workplace, and the workplace injury and illness log.

This poster is available free from OSHA.

Contact OSHA. We can help.

At least 11/2 times the regular rate of pay for all hours worked over 40 in a workweek

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

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

The U.S. Equal Employment Opportunity Commission (EEOC) enforces Federal laws that protect

Employees (current and former), including managers and temporary employees

Under the EEOC's laws, an employer may not discriminate against you, regardless of your

Sex (including pregnancy and related conditions, sexual orientation, or gender identity)

tests, genetic services, or family medical history)
Retaliation for filing a charge, reasonably opposing discrimination, or participating in a discrimination lawsuit, investigation, or proceeding.

What Employment Practices can be Challenged as Discriminatory?

Harassment (including unwelcome verbal or physical conduct)

Obtaining or disclosing genetic information of employees

What can You Do if You Believe Discrimination has Occurred?

**EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS** 

or participating in an investigation or proceeding.

Genetic information (including employer requests for, or purchase, use, or disclosure of genetic

• Failure to provide reasonable accommodation for a disability or a sincerelyheld religious belief

Requesting or disclosing medical information of employees
Conduct that might reasonably discourage someone from opposing discrimination, filing a charge,

Additional information about the EEOC, including information about filing a charge of discrimination

The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) enforces

ou from discrimination in employment. If you believe you've been discriminated against at work o

agricultural employment

**ENFORCEMENT** 

Department of Labor.

Know Your Rights: Workplace Discrimination is Illegal

Job applicants
 Union members and applicants for membership in a union

What Types of Employment Discrimination are Illegal?

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

What Organizations are Covered?

Staffing agencies

ReligionNational origin

Job training

Discharge, firing, or lay-off

Call 1-800-669-4000 (toll free)

www.eeoc.gov/field-office) **E-Mail** info@eeoc.gov

AMBULANCE:

Visit an EEOC field office (information at

Pay (unequal wages or compensation)

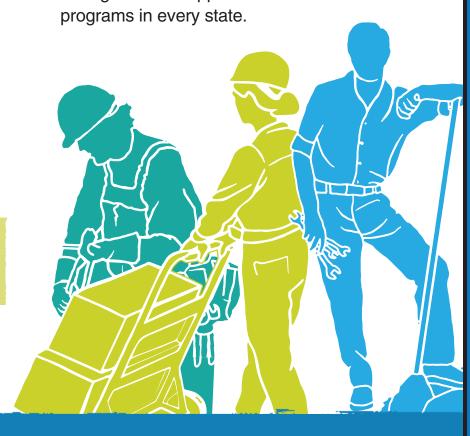
State and local governments (as employers)

Educational institutions (as employers)

# **Employers must:**

- Provide employees a workplace free from recognized hazards. It is illegal to retaliate against an employee for using any of their rights under the law, including raising a health and safety concern with you or with OSHA, or reporting a work-related injury or illness.
- Comply with all applicable OSHA standards.
- Notify OSHA within 8 hours of a workplace fatality or within 24 hours of any work-related inpatient hospitalization, 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
- 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



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

**Federal Minimum Wage** 

\$7.25 PER HOUR BEGINNING JULY 24, 2009

An employee must be at least 16 years old to work in most non-farm jobs and at least 18 to work in non-farm jobs declared hazardous by the Secretary of Labor. Youths 14

and 15 years old may work outside school hours in various non-manufacturing, non-mining, non-hazardous jobs with certain work hours restrictions. Different rules apply in

employees a cash wage of at least \$2.13 per hour if they claim a tip credit against their minimum wage obligation. If an employee's tips combined with the employer's cash wage of at least \$2.13 per hour do not equal the minimum hourly wage, the employer must make up the difference.

The 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 employe to express breast milk for her nursing child for one year after the child's birth 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 employee to express

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

are determined to be willful or repeated. The law also prohibits retaliating against or discharging workers who file a complaint or participate in any proceeding under the

· Some employers incorrectly classify workers as "independent contractors" when they are actually employees under the FLSA. It is important to know the difference

• 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

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

**Equal Employment Opportunity** 

between the two because employees (unless exempt) are entitled to the FLSA's minimum wage and overtime pay protections and correctly classified independent

Special provisions apply to workers in American Samoa, the Commonwealth of the Northern Mariana Islands, and the Commonwealth of Puerto Rico.

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 child labor violation that results in the death or serious injury of any minor employee, and such assessments may be doubled when the violations

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

#### **Family Medical Leave Act**

THE UNITED STATES DEPARTMENT OF LABOR WAGE AND HOUR DIVISION **LEAVE ENTITLEMENTS:** Eligible employees who work for a covered employer can take up to 12 weeks of unpaid, job-protected leave in a 12-month period for the following reasons: • The birth of a child or placement of a child for adoption or foster care:

• To bond with a child (leave must be taken within 1 year of the child's birth or

EMPLOYEE RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT

placement): • To care for the employee's spouse, child, or parent who has a qualifying serious health condition; • For the employee's own qualifying serious health condition that makes the employee unable to perform the employee's job; • For qualifying exigencies related to the foreign deployment of a military member who is the employee's spouse, child, or parent. An eligible employee who is a covered servicemember's spouse, child, parent, or next of kin may also take up to 26 weeks of FMLA leave in a single 12-month period to care for the servicemember with a serious injury or illness.

An employee does not need to use leave in one block. When it is medically necessary

or otherwise permitted, employees may take leave intermittently or on a reduced Employees may choose, or an employer may require, use of accrued paid leave while taking FMLA leave. If an employee substitutes accrued paid leave for FMLA leave, the employee must comply with the employer's normal paid leave policies. 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

• Work at a location where the employer has at least 50 employees within 75 miles o the employee's worksite. Special "hours of service" requirements apply to airline flight crew employees. **REQUESTING LEAVE:** Generally, employees must give 30-days' advance notice of the need for FMLA leave. If it is not possible to give 30-days' notice, an employee must notify the employer as soon as possible and, generally, follow the employer's usual procedures. Employees do not have to share a medical diagnosis, but must provide enough information to the employer so it can determine if the leave qualifies for FMLA protection. Sufficient information could include informing an employer that the employee is or will be unable to perform his or her job functions, that a family memb cannot perform daily activities, or that hospitalization or continuing medical treatment is necessary. Employees must inform the employer if the need for leave is for a

Updated 8/

reason for which FMLA leave was previously taken or certified. Employers can require a certification or periodic recertification supporting the need for leave. If the employer determines that the certification is incomplete, it must provide a written notice indicating what additional information is required. 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 it so, how much leave will be designated as FMLA leave. ENFORCEMENT: Employees may file a complaint with the U.S. Department of Labor Wage and Hour Division, or 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 or 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

## **Sexual Harassment**

THE MAINE HUMAN RIGHTS ACT PROHIBITS SEX DISCRIMINATION SEXUAL HARASSMENT ON THE JOB IS ILLEGAL UNWELCOME SEXUAL ADVANCES, SUGGESTIVE OR LEWD REMARKS, UNWANTED HUGS, TOUCHES, KISSES, REQUESTS FOR SEXUAL FAVORS. RETALIATION FOR COMPLAINING ABOUT SEXUAL HARASSMENT

IF YOU FEEL YOU HAVE BEEN DISCRIMINATED AGAINST, CONTACT THE COMMISSION OFFICE: 51 STATE HOUSE STATION, AUGUSTA, MAINE 04333-0051 Phone: (207)624-6050 Fax: (207)624-6063 TTY: 1-888-577-6690

### **Polygraph Protection**

The Employee Polygraph Protection Act prohibits most private employers from using lie detector tests either for pre-employment screening or during the course

against an employee or prospective employee for refusing to take a test or for exercising other rights under the Act Federal, State and local governments are not affected by the law. Also, the law does not apply to tests given by the Federal Government to certain private individuals engaged in national security-related activities.

including the right to a written notice before testing, the right to refuse or discontinue a test, and the right not to have test results disclosed to unauthorized persons. The 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

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

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

**NAGE AND HOUR DIVISION** UNITED STATES DEPARTMENT OF LABOR





#### **IRS Withholding** If you can answer "yes"..

Were there major changes to... Your nonwage income (interest, dividend, capital gains, etc.)? Your family wage income (you or your spouse started or ended a job)? Your itemized deductions? Your tax credits?

to file a new Form W-4. See your employer for a copy of Form W-4 or call the IRS at 1-800-829-3676. Now is the time to check your withholding. For more details. get Publication 919, How Do I Adjust My Tax Withholding?, or use the Withholding Calculator at www.irs.gov/individuals on the IRS website. Employer: Please poster or publish this Bulletin Board Poster so that your employees

#### **USERRA**

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

in the National Disaster Medical System. USERRA also prohibits employers from discriminating against past and present members of the uniformed services, and

with that particular employer; • you return to work or apply for reemployment in a timely manner after conclusion of service; and • you have not been separated from service with a disqualifying discharge or under other than honorable conditions.

a comparable job. If you: • are a past or present member of the uniformed service; • have applied for membership in the uniformed service; or • are obligated to serve in the uniformed service;

• 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

• The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate and resolve complaints of USERRA violations. assistance in filing a complaint, or for any other information on USERRA, contact VETS at 1-866-4-USA-DOL or visit its website at https://www.dol.gov/agencies/vets/. An

equest 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

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: https://www dol.gov/agencies/vets/programs/userra/poster Federal law requires employers to notify employees of their rights under USERRA, and employers may meet this requirement by displaying the text of this notice where they customarily place notices for employees.







## Updated 6/22

## **Employment Security Law**

**Video Display Terminal** 

**Maine Supports Nursing Moms** 

Maine Employment Security Law
This poster is designed to notify individuals of their rights regarding the filing of claims for unemployment benefits. It does not have the force or effect of law. For more information, call 1-800-593-7660 toll free. call 1-800-595-7060 toll free.

Rules Governing The Administration of the Employment Security Law states every employer shall post and maintain such notices to its workers. Full- and Part-Time Workers

anduages. Arrangements will be made to have an interpreter assist you when you call the

Maine Department of Labor Bureau of Unemployment Compensation 97 State House Station, Augusta, ME 04333-0097

To claim by mail: In some cases, your employer will give you a claim form. Mail your initial

The Maine Video Display Terminal (VDT) Law gives certain rights to people who use

Maine Law (Title 26 M.R.S.A. § 42-B) requires every employer to place this poster in

This poster is available online at no charge and may be copied: https://www.maine.gov/

Employee. "Employee" means any person engaged to work on a steady or regular basis

. Employer. "Employer" means any person, partnership, firm, association or corporation

. Operator. "Operator" means any employee whose primary task is to operate a terminal

. Terminal. "Terminal" means any electronic video screen data presentation machine,

Every employer shall establish an education and training program for all operators as

orally and in writing, except that an employer that uses fewer than 5 terminals at one

location may provide the education and training program in writing only.

Requirements. An employer's education and training program must be provided both

This document is a collaborative effort of the Maine WIC Nutrition Program and the

Maine Department of Labor. This poster is available online at no charge and may be

An employer who is found to have violated this law through a hearing process must

Employers of nursing mothers, for three years after the birth of a child, must: provide adequate unpaid break time, or permit an employee to use paid break or

make reasonable efforts to provide a clean room or other location, other than a

An employer shall not retaliate or discriminate against an employee who exercises the

Develop a workplace policy, including identifying who oversees implementation, and

I. Bureau. "Bureau" means the Department of Labor, Bureau of Labor Standards.

as an operator by an employer located or doing business in the State.

or more than four consecutive hours exclusive of breaks on a daily basis

claim form to your nearest Unemployment Claims Center listed below.

the workplace where workers can easily see it.

Video Display Terminals MRSA Title 26 §251.

Education and training MRSA Title §252.

Maine Workplaces Support Nursing Moms

copied: https://www.maine.gov/labor/posters/

right provided under this section.

Whistleblower's Protection Act

you differently because:

Location or Phone

pay a civil penalty of \$100-\$500 for every violation.

How can employers support nursing mothers?

Create a "back to work" plan before your baby is born.

Do a workplace walk-through and suggest ideas.

in the workplace where workers can easily see it.

You are protected by this law ONLY if:

Why do Maine workplaces support nursing moms?

neal time each day to express breast milk for her nursing child.

pathroom, where an employee may express breast milk in privacy.

Identify a clean, private place with access to electric outlets and a chair.

Determine scheduling and support needs and talk to your employer as soon as

Protection of Employees Who Report or Refuse to Commit Illegal Acts

This poster is provided at no cost by the Maine Department of Labor and may be

You are a healthcare worker and you reported a medical error;

. You reported something that risks someone's health or safety;

It is illegal for your boss to fire you, threaten you, retaliate against you or treat

You have been involved in an investigation or hearing held by the government

I. You tell your boss about the problem and allow a reasonable time for it to be

2. You have good reason to believe that your boss will not correct the problem

To report a violation, unsafe condition or practice or an illegal act in your

workplace, contact: (This information should be filled in by the employer)

Average annual savings equals \$400 per breastfed baby (lower medical costs with

What can employees do to make nursing in the workplace easier?

• Understand Maine's Nursing Mothers in the Workplace Law.

provided in this section

Employ. "Employ" means to employ or permit to work.

public or private that uses 2 or more terminals at one location.

disabilities from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment by Federal contractors. Disability discrimination includes not making reasonable accommodation to the known physical or mental How to file a claim for unemployment benefits limitations of an otherwise qualified individual with a disability who is an applicant or employee, barri All new and reactivated claims for unemployment benefits are filed either online, telephone 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 r by mail. Do not delay in filing your claim once you are out of work. Claims cannot When filing, you will need to know your Social Security Number, Also, you should have the names and addresses of all employers for whom you worked, and your dates of The Vietnam Era Veterans' Readiustment Assistance Act of 1974, as amended, 38 U.S.C. 4212. employment in the last 18 months. To file online: www.maine.gov/reemployme This is the fastest, easiest way to file.

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 All individuals filing for Unemployment Insurance benefits are required by law to be registered with the Maine JobLink. Visit **www.mainecareercenter.gov** to access Maine JobLink. Retaliation is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination by Federal contractors under these We provide language interpreter services in approximately 140 commonly spok

e Office of Federal Contract Compliance Programs (OFCCP) U.S. Department of Labor 200 Constitution Avenue, N.W. Washington, D.C. 20210 If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access mmunications relay services. OFCCP may also be contacted by submitting a question online to OFCCP's Help Desk at https://ofccphelpdesk.dol.gov/s/, or by calling an OFCCP regional or district office, listed in most telephone directories under U.S. Government, Department of Labor and

on OFCCP's "Contact Us" webpage at https://www.dol.gov/agencies/ofccp/contact.

obligations under OFCCP's authorities should contact immediately:

Federal Government. If you are applying for a job with, or are an employee of, a company with a

Executive Order 11246, as amended, prohibits employment discrimination by Federal contractors based on race, color, religion, sex, sexual orientation, gender identity, or national origin, and

Executive Order 11246, as amended, protects applicants and employees of Federal contractors

from discrimination based on inquiring about, disclosing, or discussing their compensation or the compensation of other applicants or employees.

Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals with

Federal contract or subcontract, you are protected under Federal law from discrimination on the

Race, Color, Religion, Sex, Sexual Orientation, Gender Identity, National Origin

Asking About, Disclosing, or Discussing Pay

employment, including the executive level.

requires affirmative action to ensure equality of opportunity in all aspects of employment.

PROGRAMS OR ACTIVITIES RECEIVING FEDERAL FINANCIAL ASSISTANCE Contact the EEOC promptly if you suspect discrimination. Do not delay, because there are strict time limits for filing a charge of discrimination (180 or 300 days, depending on where you live/work). You can reach the EEOC in any of the following ways: Race, Color, National Origin, Sex In addition to the protections of Title VII of the Civil Rights Act of 1964, as amended, Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color or nation configure Action 1994, as aniented, profitions discrimination of the basis of face, color of matter origin in programs or activities receiving Federal financial assistance. Employment discrimination i covered by Title VI if the primary objective of the financial assistance is provision of employment, or Submit an inquiry through the EEOC's public portal: https://publicportal.eeoc.gov/Portal/Login.aspx where employment discrimination causes or may cause discrimination in providing services under such programs. Title IX of the Education Amendments of 1972 prohibits employment discrimination on the basis of sex in educational programs or activities which receive Federal financial assistance

> Individuals with Disabilities
> Section 504 of the Rehabilitation Act of 1973, as amended, prohibits employment discrimination on the basis of disability in any program or activity which receives Federal financial assistance. Discrimination is prohibited in all aspects of employment against persons with disabilities who, with or without reasonable accommodation, can perform the essential functions of the job. If you believe you have been discriminated against in a program of any institution which receives Federal financial assistance, you should immediately contact the Federal agency providing such

# **Equal Pay Law**

comparable nature in skill, effort and responsibility. Are you being paid less than an employee of the opposite sex for performing the same or similar job? If so, please ask yourself the following questions. Has the other employee worked for the business or been in that job longer than I have? . Does the other employee have more training, education or experience related to the job than I do? Is there a merit system in place that rewards employees with promotion, pay increases or other advantages on the basis of their abilities or qualifications? 4. Does the other employee have more responsibilities in comparison to my own responsibilities?

If you cannot answer at least one of the above questions with a "yes," you may want to file an Equal Pay Complaint. The Maine Department of Labor has a printable complaint form which you may access at <u>www.maine.gov/labor/labor\_laws/wagehour.html</u> or you may call 207-623-7900 and request that an Equal Pay Complaint form For more information, contact:

Maine Equal Pay Law (Title 26, § 628, Chapter 7) Maine Law requires that employees be paid the same wages as employees of the opposite sex for work that is of a

Maine Department of Labor • Bureau of Labor Standards 45 State House Station Augusta, Maine 04333-0045

Telephone: 207-623-7900 or 207-623-7930 TTY users call Maine Relay 711 www.maine.gov/labor/bls

## **Human Trafficking**

STOP HUMAN TRAFFICKING - REMEMBER YOU MAY BE THE VICTIM'S ONLY CHANCE! Forced Labor, Sex Trafficking and Human Trafficking are crimes under State and Federal Law If you or someone you know is a victim, contact:

> NATIONAL HUMAN TRAFFICKING HOTLINE 1-888-373-7888 TTY: 711 Text: 233733 Confidential

The Maine Department of Labor provides equal opportunity in employment and programs Auxiliary aids and services are available to individuals with disabilities upon request.

## **Emergency Notice**

FIRE-RESCUE

HOSPITAL: PHYSICIAN: ALTERNATE: POLICE: **HAZARDOUS MATERIAL** 

## **Payday Notice**

PAYDAY IS ON

□ MONDAY □ TUESDAY □ WEDNESDAY □ THURSDAY □ FRIDAY □ SATURDAY □ SUNDAY

PAY SCHEDULE IS

☐ WEEKLY ☐ BI-WEEKLY ☐ SEMI-MONTHLY ☐ MONTHLY ☐ PAYCHECKS ARE ISSUED ON THE

TO REORDER, CALL 1-888-488-7678 OR ORDER AT STATEANDFEDERALPOSTER.COM



OF THE MONTH

# 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. **ELIGIBILITY REQUIREMENTS:** An employee who works for a covered employer must meet three criteria in order to be eligible for FMLA leave. The employee must: Have worked for the employer for at least 12 months Have at least 1,250 hours of service in the 12 months before taking leave;\* and

OR CONTACT YOUR PERSONNEL DEPT. REPRESENTATIVE

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

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 agreement which is more restrictive with respect to lie detector tests. 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

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?

To any of these or you owed extra tax when you filed your last return, you may need will see it. Please indicate where they can get forms and information on this subject.

## • FOR USE BY PRIVATE SECTOR AND STATE GOVERNMENT EMPLOYERS

USERRA protects the job rights of individuals who voluntarily or involuntarily leave employment positions to undertake military service or certain types of service

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

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

then an employer may not deny you: • initial employment; • retention in employment; • promotion; or • any benefit of employment because of this status.

when you are reemployed, generally without any waiting periods or exclusions (e.g., pre-existing condition exclusions) except for service-connected illnesses or injuries.

interactive online USERRA Advisor can be viewed at https://webapps.dol.gov/elaws/vets/userra • If you file a complaint with VETS and VETS is unable to resolve it, you may

proceeding under USERRA, even if that person has no service connection.







Department will take steps to obtain it.

regarding your eligibility for benefits.

The program must include, at a minimum:

current and pertinent data on terminal use.

Tel: 1-877-SAFE-345 (1-877-723-3345)

TTY users call Maine Relay 711.

Email: bls.mdol@maine.gov

· Reduces employee turnover.

is otherwise authorized to be

or 1-800-437-9300

www.llli.org

**Whistleblower Protection** 

www.workandpump.com

Lowers employee absenteeism

Improves employee productivity.

· Raises employee morale and company loyalty.

Additional breastfeeding protection in Maine:

WIC Nutrition Program: www.maine.gov/WIC

For more information or if you believe that

your rights have been violated, contact:

www.maine.gov/mhrc/ or 207-624-6290

TTY users call Maine Relay 711

For more information on working and pumping visit:

Web site: www.maine.gov/labor/bls

from extended or improper use.

prominent location in the workplace a copy of this subchapter.

program within 30 days of employment and annually thereafter



**Earnings during the base period:** The "base period" is a one-year period that includes

four calendar quarters. To establish a claim, an individual must have earned two times the

of six times the annual, average, weekly wage in Maine in the whole base period. In most

investigation is required. If you separated from your last job for reasons other than lack of

work, you will be scheduled for a fact-finding interview. A determination will then be made

Weekly requirements: Weekly eligibility requirements include being able to work and

being available for work, making an active search for work (unless your work search has

been "waived"), not refusing offers of suitable work or referral to suitable job opportunities

Aliens: If you are not a U.S. Citizen, your Social Security Number and/or your Alien Permi

Unemployment benefits are taxable: Unemployment benefits are taxable and have to be

number will be checked with the Department of Homeland Security, Immigration and

**Child support:** If you owe child support that you pay to the Department of Health and

Human Services (DHHS), up to fifty percent (50%) of your unemployment check may be

Benefits for partial unemployment: An employer shall issue a properly completed partia

unemployment claim form to each employee who is customarily employed fulltime and who is given less than full-time hours during a week due to lack of work, and who is not

A. Notification of the rights and duties created under this subchapter by posting in a

B. An explanation or description of the proper use of terminals and the protective measure

that the operator may take to avoid or minimize symptoms or conditions that may result

C. Instruction related to the importance of maintaining proper posture during terminal

2. Literature; clearinghouse. The bureau shall recommend to employers, for use in

the use of any adjustable work station equipment used by the operator.

or contact the Maine Department of Labor Bureau of Labor Standards

operation and a description of methods to achieve and maintain this posture, including

education and training programs, occupational safety literature that provides appropriate,

3. Training schedule. Employers shall provide operators with this education and training

If you have questions about working safely at the computer, speak to your supervisor

The Maine Department of Labor provides equal opportunity in employment and

programs. Auxiliary aids and services are available to people with disabilities upon

The Nursing in Public Law (5MRSA §4634) provides protection for women who nurse

A mother may breastfeed her baby in any location, public or private, where the mothe

cases, the Department of Labor has your wage information on file. If it is not on file, the

**Separation:** If you were laid off from your last job due to a lack of work, no additional

annual average weekly wage in Maine in each of two different calendar quarters, and a total

or formal interpretations may be obtained from the Maine Department of Labor by calling (207) 623-7900. This poster may be copied.

THE MAINE HUMAN RIGHTS ACT GUARANTEES... Equal Employment Rights EQUAL EMPLOYMENT RIGHTS

1. The RIGHT to freedom from discrimination in employment. 2. The opportunity for an individual to secure employment without discrimination... is declared to be a CIVIL RIGHT. The Maine Human Rights Act prohibits discrimination because of race, color, sex, sexual orientation, age, physical or mental disability, genetic

UNLAWFUL EMPLOYMENT DISCRIMINATION I. For any employer to fail or refuse to hire an applicant

4. For any employment agency to fail or refuse to classify properly or refer for employment an applicant 5. For any labor organization to exclude from apprenticeship or membership an applicant

6. For any employer, employment agency, or labor organization prior to employment or admission to membership of an individual to ask questions, keep as record, use application form, issue any notice, employ a quota system 7. For any employer, employment agency, or labor organization to retaliate against a person who has opposed a violation of the Maine Human Rights Act

under the Worker's Comp Act or Whistleblower's Act. IF YOU FEEL YOU HAVE BEEN DISCRIMINATED AGAINST, CONTACT THE COMMISSION OFFICE.

overnment employees from workplace safety and health hazards. workplace where workers can easily see it. This poster is available online at no charge and may be copied: https://www.maine.gov/

· By law, an employer must provide a safe and healthful workplace for employees. Periodically, safety and health inspectors from the Maine Department of Labor will show up at your workplace to make sure your employer is following Safety and Health

You have a right to report work-related injuries and illnesses. If you think your workplace is unsafe, you or your representative can contact the Maine Department of Labor and request an inspection. You can request that your name be kept • Employers, employees and employee representatives may go with the inspector on the inspection of your job site. Your employer may be cited and penalized if unsafe or unhealthful conditions are found

during an inspection. Citations must be posted at or near the place of the alleged violation.

• Your employer must correct unsafe and unhealthful conditions found during an inspection.

· Employers that repeat safety and health violations or that violate the law on purpose may

 You cannot be fired or discriminated against for filing a safety and health complaint or reporting a work-related injury or illness. You can file a complaint with the Director of the Bureau of Labor Standards within 30 days of such an alleged violation. Under a plan approved August 5, 2015, by the U.S. Department of Labor, Occupational Safety and Health Administration (OSHA), the State of Maine is providing job safety and health protection for workers in the public sector throughout the State. OSHA will monitor the operation of this plan to assure that continued approval is merited. Any person may make a complaint regarding the State administration of this plan directly to the Regional Office of OSHA, JFK Federal Building, Room E-340, Boston, Massachusetts

WORKERS' COMPENSATION BOARD REGIONAL OFFICES

Bureau of Labor Standards

#### Email: mdol@maine.gov Web site: www.maine.gov/labor/bls

vorkers'compensation insurance for its employees Norkers'compensation insurance provides benefits to employees who are injured at work. f you are injured at work, NOTIFY YOUR EMPLOYER AT ONCE. You may lose your right to receive benefits unless your employer is notified within 60 days of your injury. Your claim is also subject to a two year statute of limitations. Worker advocates are available at the Workers' Compensation Board to t is against the law for employers to misclassify employees as independent contractors for the purposes of avoiding workers' compensation insurance, unemployment coverage, or other employer paid taxes and withholdings. For more information on lams pertaining to the hiring of independent contractors, visit the Worker Misclassification Task Force website at www.maine.gov/

face fines, civil charges, or criminal charges.

State law requires your employer to provide

Notice to Employees:

If you have any questions about your rights, please contact one of the regional offices. A l'intention des Employes: D'après les lois de l'Etat du Maine, votre employeur est tenu de ouscrire à une assurance indemnisant ses employés victimes Si vous êtes victime d'un accident du travail, PREVENEZ /OTRE EMPLOYEUR IMMEDIATEMENT. Passé un délai de 0 jours, vous risquez de perdre vos droits à l'indemnisation Au-delà de deux ans, votre déclaration n'est plus recevable. Pour aider les victimes d'un accident du travail, le Vorkers'Compensation Board met des conseillers juridiques à

La loi interdit aux employeurs de classifier fallacieusemer leurs salariés comme étant des contractants privés aux fins d'échapper a l'assurance compensatrice-employé, aux mnités de chômage, ou aux autres charges et retenues When calling for assistance, please say the name of your language in English and an interpreter will be called for you. Please stay on the line

angielsku "Polish" i czekać na linii. "К вашим услугам имеются переводчики Tenemos intérpretes a su disposición "Когда Вы обращаетесь за помощью по телефону Si necesita que le atiendan en español por favor diga пожалуйста скажите, что Вы говорите по-русски "Spanish" y le conectaremos con un intérprete. Por (произнесите "РАШН"), и мы обеспечим Вас avor manténgase en la línea. переводчиком. После этого, пожалуйста, оставайтесь на линии.

提供口譯服務 Se precisar de atendimento em Português, por favor diga "Portuguese" e um intérprete será prontamente 打電話請求幫助時,請用英語說"挾音呢斯" (CHINESE)— 我們將爲您提供口譯人員。請不 要挂斷電話。 Se avete bisogno di assistenza in Italiano, Vi preghiamo di dire "Italian" e un intèrprete sará messo a Vostra

通訳サービスをご利用いただけます おっしゃり、通訳がでるまでそのままでお待ちく

通訳を必要とされる場合は「ジャパニーズ」と

با یک مترجم برای

Marka aad caawinaad inoogu soo yeeraneysid, fadhlan

uqaddaada af Ingiriisi inoogu sheeg turjubaan ayaa

uugu yeeri doonaaye. Taleefoonkana ha dhigin.

Every employer shall give to each employee with the payment of wages a statement clearly showing the date of the pay period, hours worked, total earnings and itemized

Maine statutes incorporate by reference the salary requirements under the Fair Labor

week as of January 1, 2023. Salary is only one factor in determining whether a worker

is exempt from overtime under federal or state law. The duties of each worker must be considered as part of this analysis. Failure to adhere to both requirements—

Standards Act (FLSA). The new minimum salary requirement will be \$796.17 per

meeting the duties test and the weekly salary threshold—will result in violations

of both federal or state law or of one jurisdiction or the other depending on the

Employers shall keep, for three years, accurate records of hours worked and wages regardless of profit or size. Effective January 1, 2023, the minimum wage in Maine is The Department of Labor enforces state wage and hour laws. Employers with questions about the law may call 207-623-7900 or may visit the department's webpage.

> Minimum Wage Guidance www.maine.gov/labor/labor\_laws/minimum wage faq.html legislature.maine.gov/statutes/26/title26sec664.html

Overtime Guidance www.maine.gov/labor/labor laws/overtime.html legislature.maine.gov/statutes/26/title26sec664 html average on a weekly basis, the state required minimum wage, the employer must pay

\*Note: Maine employers may also be covered under the federal Fair Labor Standards Act. For more information, contact the U.S. Department of Labor Wage and Hour Office at 603-666-7716. Unless specifically exempted, employees must receive overtime pay for hours worked For more information, contact:

Maine Department of Labor Bureau of Labor Standards 45 State House Station Augusta, Maine 04333-0045 Telephone: 207-623-7900 TTY users call Maine Relay 711. Web site: www.maine.gov/labor/bls

Email: bls.mdol@maine.gov **Updated 12/22** 

# **Regulation Of Employment**

• Serious health condition or death of a sibling who shares joint living and financial arrangements with the worker. Regulation of Employment Labor Laws of the State of Maine provide protection for people who work in Maine.

This poster describes some important parts of the laws. A copy of the actual laws or formal interpretations may be obtained from the Department of Labor, Bureau of Labor Standards, by calling 207-623-7900. (The laws are also on the Bureau's web Maine Law (Title 26 M.R.S.A. § 42-B) requires every employer to place this poster in the workplace where workers can easily see it.

This poster is available online at no charge and may be copied: https://www.maine.

The Maine Department of Labor administers the laws, which all employers must

ollow. Department representatives inspect workplaces to ensure compliance.

Citations and penalties may be issued to employers who do not comply.

Labor Laws of the State of Maine provide protection for people who work in Maine.

Maine Law (Title 26 M.R.S.A. § 42-B) requires every employer to place this poster in

Under Maine labor laws, any business operating in the state with one employee is

automatically covered by state law. This includes all public and private employers

Employers with employees who work in Bangor and/or Portland or any other

municipality that passes a local minimum wage ordinance, may be subject to

A service employee is someone who regularly receives more than \$175 a month in

in excess of 40 in a workweek at a rate not less than time and one and one-half their

s worked, it must be paid in accordance with state requirements. Compensatory

period if the pay period is longer than a seven day cycle in the workweek).

or "comp" time cannot be used by privatesector employers, although private-sector

regular rate of pay. Employers have the right to allow or deny overtime, but if overtime

employers can allow employees to flex their time within the workweek (but not the pay

tips. As of January 1, 2023, employers must pay a direct service wage of at least

\$6.90 per hour. If the employee's direct wage combined with earned tips do not

The Maine Department of Labor administers the laws, which all employers must

follow. Department representatives inspect workplaces to ensure compliance.

Citations and penalties may be issued to employers who do not comply.

This poster is available online at no charge and may be copied:

Minimum Wage is \$13.80 per hour effective January 1, 2023

additional regulations and should check with municipal officials.

the workplace where workers can easily see it.

https://www.maine.gov/labor/posters/

**Municipal Minimum Wage Ordinances** 

\$13.80 per hour.

Service Employee

Overtime

Employees must be paid in full at least every 16 days. Employees must be notified of any decrease in wages or salary at least one day prior to the change. Employees who leave a job must be paid in full on the next payday or within two weeks, whichever is earlier. This may also include the payment of accrued vacation pay and/or Earned Paid Leave if established in company policy or in practice.

merchandise, bad checks, or bills not paid by customers, nor for special uniforms and Most employees must be offered a 30 consecutive minute paid or unpaid rest break Nursing mothers must be provided with unpaid break time or be permitted to use their paid break or meal time to express milk. The employer must make reasonable efforts o provide a clean room or location, other than a bathroom, where the milk can be

Employers cannot require that an employee pay for losses such as broken

Family Medical Leave

employers who do not comply.

for details.

vacation.

Recordkeeping

finished work each day

**Work Permits** 

An employee who has worked for the last 12 months at a workplace with 15 or more employees can have leave for up to 10 paid or unpaid weeks in 2 years for: Serious health condition of the employee or immediate family member, including domestic partner; domestic partner's child, grandchild, domestic partner's grandchild; Death or serious health condition of the employee's spouse, domestic partner, parent or child if it occurs while the spouse, domestic partner, parent or child is on

Child Labor Laws of the State of Maine provide protection for people under the age

of 18 in both agricultural and nonagricultural jobs. The Maine Department of Labor

administers the laws, which all employers must follow. Department representatives

This poster describes some important parts of the laws. A copy of the actual laws

and formal interpretations may be obtained from the Department of Labor. Bureau

of Labor Standards, by calling (207) 623-7900. (The laws are also on the Bureau

Maine Law (Title 26, M.R.S.A. § 42-B) requires every employer to place this

14 and 15 year olds may work in most businesses, except in occupations declared

**17 year olds** may work in most businesses, however not in hazardous jobs. These

• All minors under 16 years of age need work permits in order to work.

· Minor allowed only one permit during the school year but two during summer

Act. For more information, contact the U.S. Department of Labor Wage and Hour

Androscoggin: 1-800-559-2927

· Minor cannot work until permit is approved by Bureau of Labor Standards

Superintendent of schools certify academic standing.

Employer keeps Bureau-approved permit on file.

Office at 603-666-7716 or http://youth.dol.gov/

Work Hours 14 and 15 year olds

No more than six days in a row.

Unemployment Benefit Eligibility:

 Cannot work before 7 a.m. Not after 7 p.m. during school year.

provisions also provide limited exemptions. Contact the Bureau of Labor Standards

hazardous and jeopardize their health, well-being or educational opportunities. 16 and

poster in the workplace where workers can easily see it.

inspect workplaces to ensure compliance. Citations and penalties may be issued to

(Federal family medical leave is different, call 866-487-9243 for more information.) Leave for Victims of Violence, Assault, Sexual Assault or Stalking Must be allowed upon request if an employee (or a child, parent or spouse of an employee) is a victim of violence, assault, sexual assault or stalking or any act that would support an order for protection under Title 19-A M.R.S.A., c. 101 and the employee needs the time to: Prepare for and attend court proceedings; or Receive medical treatment: or Obtain necessary services to remedy crisis. If the employer's policy provides for paid time off, the employee must be allowed to use up to 40 hours in a 12-month period to care for an immediate family member who Earned Paid Leave (Effective 01.01.2021)

An employer that employs more than 10 employees in the usual and regular course of business for more than 120 days in any calendar year shall permit each employee o earn paid leave based on the employee's base pay. An employee is entitled to ear one hour of paid leave from a single employer for every 40 hours worked, up to 40 nours in one year of employment. Accrual of leave begins at the start of employmen but the employer is not required to permit use of the leave before the employee has been employed by that employer for 120 days during a one-year period. Earned Income Tax Credit
Employees may be eligible for federal and state earned income tax credits.
Employees may apply for the tax credits on the employee's income tax return.

Note: Maine employers may also be covered under the Federal Fair Labor Standards Act. For more information, contact the U.S. Department of Labor Wage and Hour Office at 866-487-9243. For more information, contact: Maine Department of Labor 45 State House Station Augusta, Maine 04333-0045

contact your human resources department or the Bureau of Labor Standards

• Cannot work after 9 p.m. during summer vacation. When School Is Not in Session • No more than 8 hours in any one day (weekend, holiday, vacation or workshop). • Not more than 40 hours in a week (school must be out entire week).

• Not more than 18 hours in a week that school is in session one or more days Work Hours 16 and 17 year olds (enrolled in school) No more than 6 days in a row. • Cannot work before 7 a.m. on a school day. Cannot work before 5 a m on a non-school day Cannot work after 10:15 p.m. the night before a school day.

No more than 10 hours in any one day (weekend.

• No more than 3 hours on a school day, including Friday.

When School Is in Session

holiday, vacation, or workshop)

· No more than 50 hours in a week

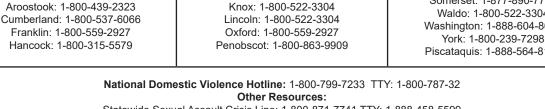
When School Is in Session No more than 6 hours on a school day • No more than 10 hours on any holiday, vacation, or On last day of school week may work up to 8 hours

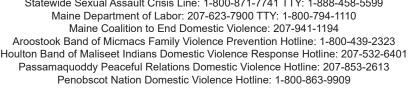
Maine Department of Labor Bureau of Labor Standards All employers must keep accurate payroll records for workers under 18. Records must 45 State House Station show what time the minor began work, total hours worked, and what time the minor Augusta, Maine 04333-0045 Tel: 207-623-7900 or 207-623-7930 Note: Maine employers may also be covered under the Federal Fair Labor Standards TTY users call Maine Relay 711 Website: www.maine.gov/labor/bls Email: bls.mdol@maine.gov

Leave for Victims of Domestic Violence, Sexual Assault, or Stalking: • You may take reasonable and necessary leave from employment if you, your child, spouse, or parent is a victim of domestic abuse, sexual assault, or stalking. Title 26. § 850.

• If you voluntarily leave work, you may not be disqualified from receiving benefits if your leaving was necessary to protect yourself from domestic abuse, and you made all easonable efforts keep your job. Title 26, §1193, §§1(A)4 You may not be disqualified from receiving benefits because of misconduct if your actions were based solely on the need to protect yourself or an immediate family member from domestic violence, and you made all reasonable efforts to keep your job. Title 26, §1043, §§23(B)3 Who You Can Contact for Help **Domestic Violence Hotlines by County:** 

Kennebec: 1-877-890-7788





## **Equal Employment Rights**

stry or national origin. The Maine Human Rights Act also prohibits dis Comp Act or retaliation under the Whistleblower's Act. . For any employer to discharge an employee 3. For any employer to discriminate against an employee with respect to recruitment, tenure, promotion, transfer, or compensation

Occupational Safety and Health Regulations for Public Sector Workplaces Maine has an Occupational Safety and Health Law that protects state, county and municipal M.R.S.A. Title 26: Labor and Industry Public sector employers must place this poster in the

> Telephone: 617-565-9860 | Fax: 617-565-9827. For after-hours fatality/catastrophe reporting: 207-592-4501 or email accident.bls@maine.gov. Who can you contact to ask for an inspection or for safety and health information?

## **Workers' Compensation**

dues par employeur. Pour plus de détails sur la législation

Aviso a los Trabajadores: La ley del estado de Maine requiere que su empresario días. Así mismo esta reclamación debe hacer referencia a unaccidente o daño que no haya ocurrido hace más de Trabajador (Workers' Compensation Board).

En caso de sufrir accidente o daño laboral, NOTIFÍQUELO INMEDIATAMENTE A SU EMPRESARIO. Podría perder el derecho a recibir compensación a menos que su empresario sea notificado de este accidente o daño en el plazo de 60 dos años. Los defensores del trabajador están disponibles para proporcionar ayuda a los trabaiadores accidentados er Consejo de Administración de Compensaciones para el El hecho de no clasificar a los empleados como contratistas ndependientes, con el propósito de evitar el seguro por compensación al trabajador, cobertura para desempleados, u otros impuestos pagados y retenidos por el empleador; está en contra de la ley del empleador. Para mayor información acerca de las leyes pertenecientes a la contratación de contratistas ndependientes, visite el Worker Misclassification Task Force en a página web de www.maine.gov/labor/misclass En caso de tener cualquier pregunta sobre sus derechos, favor de dirigirse a una de las oficinas regionales de compensaciones

1-800-400-6856 PORTLAND Portland, ME 04103

"Có Thông Dịch Viên" "Khi gọi điện thoại để được giúp đỡ, xin quý vị hãy nói "VIETNAMESE" để chúng tôi cho thông dịch viên giúp quý vị. Xin quý vị chờ trên đường dây.

افراد مترجم در دسترس می باشند. را كه بدان صحبت مي كنيد به انگليسي ذكر كنيد تا

Turjunaanno waa la helayaa

To the employer: This notice must be posted in a conspicuous place upon your premises accessible to employees. 39-A MRSA §406. The State of Maine does not discriminate on the basis of disability in admission to, access to, or operation of its programs, services or activities This poster is available in alternative format. For further assistance, contact the Maine Workers' Compensation Board, ADA Coordinator, telephone: (888) 801-9087 or TTY: 711.

At-Will Employment —Under Maine law, an at-will employee may be terminated for any reason not specifically prohibited by law. In most instances, you are an at-will employee unless you are covered by a collective bargaining agreement or other

Telephone: 207-623-7900 | TTY users call Maine Relay 711.

Website: www.maine.gov/labor/bls | Email: bls.mdol@maine.gov

**Child Labor Law** 

This poster is available online at no charge and may be copied: https://www.maine. • Can work up to midnight when there is no school the next day. When School Is Not in Session

> No more than 24 hours in a week, except may work 50 hours any week that approved school calendar is less than three days or during the first and last week of For more information, contact:

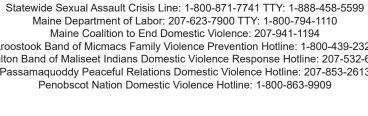
The Maine Department of Labor provides equal opportunity in employment and

Auxiliary aids and services are available to people with disabilities upon request.

#### **Domestic Violence & Workplace** Maine Labor Laws on Domestic Violence, Sexual Assault, and Stalking

Maine laws protect victims of domestic violence, sexual assault, and stalking in employment. This poster describes some important parts of the laws. A copy of the actual laws

Sagadahoc: 1-800-537-6066 Somerset: 1-877-890-7788 Waldo: 1-800-522-3304 Washington: 1-888-604-8692 York: 1-800-239-7298 Piscataquis: 1-888-564-8165



51 STATE HOUSE STATION, AUGUSTA, MAINE 04333-0051 PHONE (207) 624-6050 FAX (207) 624-6063 TTY 1-888-577-6690

# **Occupational Safety & Health**

matière de classification des salariés) : www.maine.gov/labor/ Si vous n'êtes pas sûr de vos droits, veuillez contacter l'un des proporcione el seguro de compensaciones para el trabajador a todos los trabajadores. El seguro de compensaciones

Tłumacze dostępni na życzenie Aby uzyskać pomoc tłumacze, proszę powiedzieć po

راجع به امري به ما تلفن مي كنيد، لطفأ نام زباني قطع نكنيد. هنگاميكه براي درخواست كمك يا

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

Maine Department of Labor Bureau of Labor Standards 45 State House Station Augusta, Maine 04333-0045 207-623-7900 or 207-623-7930 Maine Human Rights Commission

Augusta, Maine 04333 Tel: 207-624-6290 TTY users call Maine Relay 711 www.Maine.gov/mhrc

U.S. Department of Labor Wage and Hour Division PO Box 554 Portland, Maine 04112 Tel: 207-780-3344

This poster describes some important parts of the law. A copy of the actual law or 51 State House Station formal interpretations may be obtained from the Department of Labor, Bureau of Labor Standards by calling 207-623-7900. (The laws are also on the Bureau's web site.)Maine Law (Title 26 M.R.S.A. § 839) rèquires every employer to place this poster

Web site: www.maine.gov/labor/bls

Email: bls.mdol@maine.gov

The following agencies may provide useful information on workplace safety and labor laws: U.S. Department of Labor/OSHA 40 Western Avenue Augusta, Maine 04330 You have refused to do something that will endanger your life or someone else's life Tel: 207-626-9160

> www. dol.gov Maine Department of Labor Bureau of Labor Standards 45 State House Station Augusta, Maine 04333-0045 207-623-7900

For more information or to file a complaint under this law, contact: The Maine Human Rights Commission

TTY users call Maine Relay 711.

Des interprètes sont à votre disposition

Lorsque vous appelez pour demander de l'aide, prononcez le mot "French" et nous mettrons un interprète à votre disposition. Prière de rester en ligne.

disposizione. Vi preghiamo di rimanere in linea.

Temos intérpretes à sua disposição

chamado. Por favor, aguarde na linha.

Abbiamo intèrpreti disponibili

한국어 통역을 이용하실 수 있습니다. 도움이 필요하여 전화를 거실 때 영어로 코리언 (KOREAN)이라고 말씀하시면 통 역자를 연결해 드릴 것입니다. 전화를 끊지 마시고 기다리십시오.

ALL RIGHTS RESERVED. COPYRIGHT BY STATE AND FEDERAL POSTER, INC.

45 State House Station Augusta, ME 04333-0045 207-623-7900 TTY users call Maine Relay 711

relative a l'utilisation des services privés, visitez le site internet de Worker Misclassification Task Force (Unité anti-fraude en AUGUSTA 442 Civic Center Drive, Suite 225 156 State House Station Augusta, ME 04333-0156 207-287-2308 LEWISTON Lewiston, ME 04240-5811 207-753-7700 1-800-400-6857 BANGOR 106 Hogan Road, Suite 1 Bangor, ME 04401 207-941-4550

> CARIBOU Caribou, ME 04736-2347 Visit our website at: www.maine.gov/wck Statewide TTY: 711

مترجمون شفهيون متيشرون لخدمتكم عند اتصالكم للمساعدة أو لطلب خدمة معيّنة نرجو منكم أن تذكروا (أ-رَ-ب-ك )ونعن سنقدُم لكم مترجما شفهيا . ابقوا على الخط من ﴿

شما تماس گرفته شود. لطفاً روي خط منتظر بمانيد.

Because of race, color, sex, sexual orientation, age, physical or mental disability, genetic predisposition, religion, ancestry or national origin or because of asserting a claim