

# EMPLOYMENT LAWS

### **POSTER COMPLIANCE DATE 10/2020**

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

enerally, 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

Employees do not have to share a medical diagnosis, but must provide enough

formation 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

medical treatment is necessary. Employees must inform the employer if 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.

Employers can require a certification or periodic recertification supporting the need

Once an employer becomes aware that an employee's need for leave is for a reason

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

Employers must notify its employees if leave will be designated as FMLA leave, and

ployees may file a complaint with the U.S. Department of Labor, Wage and Hour

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

that may qualify under the FMLA, the employer must notify the employee if he or

for leave is for a reason for which FMLA leave was previously taken or certified.

member cannot perform daily activities, or that hospitalization or continuing

soon as possible and, generally, follow the employer's usual procedures.

\*Special "hours of service" requirements apply to airline flight crew employees.

miles of the employee's worksite.

EMPLOYER RESPONSIBILITIES

provide a reason for ineligibility.

greater family or medical leave rights.

**ENFORCEMENT** 

if so, how much leave will be designated as FMLA leave.

ion, or may bring a private lawsuit against an employer.

**REQUESTING LEAVE** 

**Since 1953** 

FED

undue hardship

DISABILITY

ΔGF

emplovment

SEX (WAGES)

GENETICS

FED

REV. 07/2016

theater, music festival,

railroad requirements of the

the Federal Motor Carrier

creational establishments

REV. 12/2019

nerce Commission

Organizations

employers, state and local governments, educational

organizations are protected under Federal law from

RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN

amended, protects applicants and employees from

discrimination in hiring, promotion, discharge, pay,

fringe benefits, job training, classification, referral,

color, religion, sex (including pregnancy), or national

practices where the accommodation does not impose

Title I and Title V of the Americans with Disabilities

from discrimination on the basis of disability in

Act of 1990, as amended, protect qualified individuals

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.

The Age Discrimination in Employment Act of 1967, as

amended, protects applicants and employees 40 years

hiring, promotion, discharge, pay, fringe benefits, job

training, classification, referral, and other aspects of

In addition to sex discrimination prohibited by Title VII

of the Civil Rights Act, as amended, the Equal Pay Act

of 1963, as amended, prohibits sex discrimination in

the payment of wages to women and men performing

skill, effort, and responsibility, under similar working

Title II of the Genetic Information Nondiscrimination

Act of 2008 protects applicants and employees from

discrimination based on genetic information in

of employment. GINA also restricts employers'

acquisition of genetic information and strictly

limits disclosure of genetic information. Genetic

hiring, promotion, discharge, pay, fringe benefits,

job training, classification, referral, and other aspects

information includes information about genetic tests

members (family medical history); and requests for or

of applicants, employees, or their family members;

the manifestation of diseases or disorders in family

The Employee Polygraph Protection Act

prohibits most private employers from using

lie detector tests either for pre-employment

VETERANS

activities

substantially equal work, in jobs that require equal

conditions, in the same establishment.

of age or older from discrimination based on age in

origin. Religious discrimination includes failing to

reasonably accommodate an employee's religious

and other aspects of employment, on the basis of race,

Applicants to and employees of most private

institutions, employment agencies and labor

discrimination on the following bases:

Title VII of the Civil Rights Act of 1964, as

# FEDERAL



**EMPLOYEE RIGHTS UNDER THE** FAMILY AND MEDICAL LEAVE ACT

THE UNITED STATES DEPARTMENT OF LABOR WAGE AND HOUR DIVISION

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

**ENFORCEMENT** 

LABOR

AMFRICA

FEDERAL MINIMUM WAGE **\$7.25 PER HOUR BEGINNING JULY 24, 2009** 

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

#### **OVERTIME PAY** At least 1<sup>1</sup>/<sub>2</sub> times the regular rate of pay for all hours worked over 40 in a workweek.

FED

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

TIP CREDIT Employers of "tipped employees" who meet certain conditions may claim a partial wage credit based on tips received by their employees. Employers must pay tipped employees a cash wage of at least \$2.13 per hour if they claim a tip credit against their ninimum wage obligation. If an employee's tips combined with the employer's cash wage of at least \$2.13 per hour do not equal the minimum hourly wage, the employer must make up the difference.

### **NURSING MOTHERS**

counties are required to post the applicable rate information.

MD

MD

operation, in the same business, or of the same type; or

sex or gender identity.

The law lists an assortment of options for both you and your

reasonable accommodation. These include, but are not limited Can I Still Get In Trouble?

employer to consider in order to comply with a request for

**APPLYING FOR A WORK PERMIT** 

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 employee 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 breast milk.



|  | · · · · · · · · · · · · · · · · · · ·   | ision of Labor and Industry  |  |
|--|---|--|--|
|  |   | and Overtime Law<br>Subtitle 4, Annotated Code of Maryland)  |  |
| Minimum Wage Rates<br>Employers with 15 or more employees:           | Minimum Wage<br>Most employees must be paid the Maryland State Minimum<br>Wage Rate.  | Exemptions<br>Minimum Wage and Overtime Exemptions:<br>Immediate family member of the employer   | <ul> <li>Non-profit concert promoter, t<br/>music pavilion, or theatrical sh</li> <li>Employers subject to certain ra</li> </ul> |
| \$11.00<br>Effective 1/1/20  | Tipped Employees (earning more than \$30 per month<br>in tips) must earn the State Minimum Wage Rate per hour.<br>Employers must pay at least <b>\$3.63</b> per hour. This amount plus<br>tips must equal at least the State Minimum Wage Rate. Subject       | <ul> <li>Certain agricultural employees</li> <li>Executives, administrative, and professional employees</li> <li>Volunteers for educational, charitable, religious, and</li> </ul>                       | U.S. Dept. of Transportation, th<br>Act, and the Interstate Comme<br>Seasonal amusement and recr<br>that meet certain criteria   |
| \$11.75<br>Scheduled 1/1/21  | to the adoption of related regulations, restaurant employers<br>who utilize a tip credit are required to provide employees with   | <ul> <li>non-profit organizations</li> <li>Employees under 16 working less than 20 hours per week</li> <li>Outside salesman</li> </ul>   | FOR MORE INFORMATION OR 1<br>CONTACT   |
| \$12.50<br>Scheduled 1/1/22<br>Employers with 14 or fewer employees: | a written or electronic wage statement for each pay period<br>showing the employee's effective hourly rate of pay including<br>employer paid cash wages plus tips for tip credit hours worked<br>for each workweek of the pay period. Additional information  | <ul> <li>Commissioned employees</li> <li>Employees enrolled as a trainee as part of a public school special education program</li> </ul>   | Maryland Departme<br>Division of Labor and industry—<br>Service  |
| <b>\$11.00</b><br>Effective 1/1/20                                   | and updates will be posted on the Maryland Department of<br>Labor website.<br>Employees under 18 years of age must earn at least 85%  | <ul> <li>Non-administrative employees of organized camps</li> <li>Certain establishments selling food and drink for<br/>consumption on the premises grossing less than<br/>\$400,000 annually</li> </ul> | 1100 North Eutaw Str<br>Baltimore, MD<br>Telephone Number: (41   |
| <b>\$11.60</b><br>Scheduled 1/1/21                                   | of the State Minimum Wage Rate.<br>Overtime<br>Most employees must be paid <b>1.5 times</b> their usual hourly  | <ul> <li>Drive-in theaters</li> <li>Establishments engaged in the first canning, packing or freezing of fruits, vegetables, poultry, or seafood</li> </ul>   | Fax Number (410) :<br>E-ман: <u>dldliemploymentstanda</u><br><i>EMPLOYERS ARE REQUIRED B</i>                                     |
| \$12.20<br>Scheduled 1/1/22<br>Montgomery Co. & Prince Georges Co.:  | <ul> <li>rate for all work over 40 hrs. per week. Exceptions:</li> <li>Bowling establishments, and institutions providing<br/>on-premise care (other than hospitals) to the sick, the<br/>aged, or individuals with disabilities for all work over</li> </ul> | Overtime Only Exemptions<br>(must earn the State Minimum Wage Rate):<br>• Taxicab drivers  | INFORMATIC<br>PAY RECORDS MUST BE KEPT FOR 3<br>PLACE OF WO<br>PENALTIES ARE PRESCRIBED FOR 1                                    |
| Different minimum wage rates are in effect. Employers in these       | 48 hrs. per week  | Certain employees selling/servicing automobiles, farm     aguinment trailors or trucks   |  |

Agricultural workers for all work over 60 hrs. per week

• Farm work performed on a farm.

NOTICE: This state has its own minimum wage law. Employers are also required to display the federal Employee Rights Under the Fair Labor Standards Act posting, which indicates the federal minimum wage. Where federal and state rates both apply to an employee, the U.S. artment of Labor dictates that the employee is entitled to the higher minimum wage rate.

Department of Labor, Division of Labor and Industry

**Minor Fact Sheet** 

(Labor and Employment Article, Section 3-206, Annotated Code of Maryland)

### THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY.

| money penalties may also be assessed for violations of the FLSA's child labor provisions. Heightened civil money penalties may be<br>assessed for each child labor violation that results in the death or serious injury of any minor employee, and such assessments may<br>be doubled when the violations are determined to be willful or repeated. The law also prohibits retaliating against or discharging<br>workers who file a complaint or participate in any proceeding under the FLSA. |  |  |  |  |  |
|---|--|--|--|--|--|
| ADDITIONAL INFORMATION  |  |  |  |  |  |
| Certain occupations and establishments are exempt from the minimum wage, and/or overtime pay provisions.  |  |  |  |  |  |
| <ul> <li>Special provisions apply to workers in American Samoa, the Commonwealth of the Northern Mariana Islands, and the<br/>Commonwealth of Puerto Rico.</li> </ul>   |  |  |  |  |  |
| Some state laws provide greater employee protections; employers must comply with both.  |  |  |  |  |  |
| <ul> <li>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.</li> </ul>   |  |  |  |  |  |
| Certain full-time students, student learners, apprentices, and workers with disabilities may be paid less than the minimum  |  |  |  |  |  |



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

|   | Minimum Wage a   | sion of Labor and Industry<br>Ind Overtime Law<br>Subtitle 4, Annotated Code of Maryland)   |   |  |
|---|--|---|---|--|
| : | Minimum Wage<br>Most employees must be paid the Maryland State Minimum<br>Wage Rate.   | Exemptions<br>Minimum Wage and Overtime Exemptions:<br>Immediate family member of the employer  | • | Non-p<br>music<br>Emplo                |
|   | Tipped Employees (earning more than \$30 per month<br>in tips) must earn the State Minimum Wage Rate per hour.<br>Employers must pay at least \$3.63 per hour. This amount plus<br>tips must equal at least the State Minimum Wage Rate. Subject | <ul> <li>Certain agricultural employees</li> <li>Executives, administrative, and professional employees</li> <li>Volunteers for educational, charitable, religious, and<br/>non-profit organizations</li> </ul> | • | U.S. De<br>Act, ar<br>Seasor<br>that m |

R TO FILE A COMPLAINT iment of Labor ----EMPLOYMENT STANDARD STREET, ROOM 607 AD 21201 410) 767-2357 0) 333-7303 ndards-dllr@maryland.gov BY LAW TO POST THIS

R 3 YEARS ON OR ABOUT THE R VIOLATIONS OF THE LAW. equipment, trailers, or trucks

Logging occupations and occupations in the operation of
 A minor may not be employed to transfer monetary funds in

Equal Employment Opportunity is THE LAW receipt of genetic services by applicants, employees, to employ and advance in employment disabled Private Employers, State and Local or their family members. veterans, recently separated veterans (within three Governments, Educational Institutions, RETALIATION years of discharge or release from active duty), other Employment Agencies and Labor

protected veterans (veterans who served during a war All of these Federal laws prohibit covered entities or in a campaign or expedition for which a campaign from retaliating against a person who files a charge badge has been authorized), and Armed Forces service of discrimination, participates in a discrimination medal veterans (veterans who, while on active duty, proceeding, or otherwise opposes an unlawful participated in a U.S. military operation for which an employment practice. Armed Forces service medal was awarded). WHAT TO DO IF YOU BELIEVE DISCRIMINATION RETALIATION HAS OCCURRED Retaliation is prohibited against a person who files a

There are strict time limits for filing charges of complaint of discrimination, participates in an OFCCP employment discrimination. To preserve the ability proceeding, or otherwise opposes discrimination of EEOC to act on your behalf and to protect your under these Federal laws. right to file a private lawsuit, should you ultimately Any person who believes a contractor has violated its need to, you should contact EEOC promptly when nondiscrimination or affirmative action obligations 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 vailable 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. **Employers Holding Federal Contracts or** Subcontracts Applicants to and employees of companies with

a Federal government contract or subcontract are protected under Federal law from discrimination on the following bases RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN Executive Order 11246, as amended, prohibits job discrimination on the basis of race, color, religion, sex or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment. INDIVIDUALS WITH DISABILITIES Section 503 of the Rehabilitation Act of 1973. as amended, protects qualified individuals from

discrimination on the basis of disability 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

gualified individual with a disability who is an applicant or employee, barring undue hardship. Section 503 also requires that Federal contractors take affirmative action to employ and advance in employment qualified individuals with disabilities functions of the job. at all levels of employment, including the executive

DISABLED, RECENTLY SEPARATED, OTHER PROTECTED, AND ARMED FORCES SERVICE MEDAL The Vietnam Era Veterans' Readjustment Assistance

Act of 1974, as amended, 38 U.S.C. 4212, prohibits EEOC-P/E-1 iob discrimination and requires affirmative action

**EMPLOYEE RIGHTS** 

**EMPLOYEE POLYGRAPH PROTECTION ACT** 

individuals engaged in national security-related

The Act permits polygraph (a kind of lie detector)

under the authorities above should contact immediately: The Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, 200 Constitution Avenue, N.W., Washington, D.C. 20210. 1-800-397-6251 (toll-free) or (202) 693-1337 (TTY). OFCCP may also be contacted by e-mail at OFCCP-Public@dol.gov, or by calling an OFCCP regional or district office, listed in most telephone directories under U.S. Government, Department of Labor. **Programs or Activities Receiving** Federal Financial Assistance RACE, COLOR, NATIONAL ORIGIN, SEX In addition to the protections of Title VII of the Civil Rights Act of 1964, as amended, Title VI of

the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color or national origin in programs or activities receiving Federal financial assistance. Employment discrimination is covered by Title VI if the primary objective of the financial assistance is provision of employment, or where employment discrimination causes or may

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

which is more restrictive with respect to lie detector

EXAMINEE RIGHTS

reasonable accommodation, can perform the essential 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 assistance.

EEOC 9/02 and OFCCP 8/08 Versions Useable With 11/09

System. USERRA also prohibits employers from discriminating against past and present members of the uniformed services, and REV. 11/2009

#### applicants to the uniformed services. RFFMPI OYMENT RIGHTS

conclusion of service; and

/ou 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.

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

you have five years or less of cumulative service in the uniformed services

you return to work or apply for reemployment in a timely manner after

you have not been separated from service with a disqualifying discharge or

while with that particular employer;

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

In addition, an employer may not retaliate against anyone assisting in the

dependents for up to 24 months while in the military.

enforcement of USERRA rights, including testifying or making a statement in

connection with a proceeding under USERRA, even if that person has no 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

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

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

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 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: cause discrimination in providing services under such For additional information or to file a complaint VEPARIMENT OF LABOR UNITED STATES OF AMERICA FED

FED

LEAVE ENTITLEMENTS

reduced schedule

**BENEFITS & PROTECTIONS** 

coverage as if the employees were not on leave.

serious health condition:

Eligible employees who work for a covered employer can take up to 12 weeks of

The birth of a child or placement of a child for adoption or foster care;

To care for the employee's spouse, child, or parent who has a qualifying

For the employee's own qualifying serious health condition that makes the

For qualifying exigencies related to the foreign deployment of a military

n 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

necessary or otherwise permitted, employees may take leave intermittently or on a

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,

While employees are on FMLA leave, employers must continue health insurance

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

unpaid, job-protected leave in a 12-month period for the following reasons:

employee unable to perform the employee's job;

to care for the servicemember with a serious injury or illness.

member who is the employee's spouse, child, or parent.

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

the employee must comply with the employer's normal paid leave policies.





U.S. Department of Labor • Wage and Hour Division • WH1420

REV. 04/2016

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

connection.

HEALTH INSURANCE PROTECTION

| <ul> <li>Applications for work permits are accepted online at:<br/>www.dllr.state.md.us/childworkpermit.</li> <li>Steps: <ul> <li>Minor or Parent/Guardian completes required information online and prints work permit</li> <li><i>TO BE VALID</i>: The Minor, the Minor's Parent/Guardian, and the Employer must sign the permit</li> </ul> </li> <li>NOTE TO EMPLOYERS <ul> <li>A minor under the age of 14 is not permitted to work and may not be employed.</li> <li>Minors 14 through 17 years of age may only work with a work permit.</li> <li>The work permit must be in the employer's possession before the minor is permitted to work.</li> <li>Employers must keep the work permit on file for three years.</li> </ul> </li> <li>Permissible Hours of Employment <ul> <li>All Minors:</li> <li>May not be employed or permitted to work more than five hours continuously without a non-working period of at least ½ hour.</li> </ul> </li> </ul>  | <ul> <li>Farm work performed on a farm.</li> <li>Domestic work performed in or about a home.</li> <li>Work performed in a business owned or operated by a parent or one standing in the place of a parent.</li> <li>Work performed by non-paid volunteers, in a charitable or non-profit organization, employed with the written consent of a parent or one standing in the place of a parent.</li> <li>Caddying on a golf course.</li> <li>Employment as an instructor on an instructional sailboat.</li> <li>Manufacturing of evergreen wreaths in or about a home.</li> <li>Delivery of newspapers to the consumer.</li> <li>Work performed as a counselor, assistant counselor, or instructor in a youth camp certified under the Maryland Youth Camp Act.</li> <li>Hazardous work performed by non-paid volunteers of a volunteer fire department or company or volunteer rescue squad who have completed or are taking a course of study relating to firefighting or rescue and who are 16 years of age or older.</li> <li>Special Permits</li> <li>Special permits may be issued to minors of any age to be employed as a model, performer, or entertainer. The applications</li> </ul> | <ul> <li>Logging occupations and occupations in the operation of<br/>any sawmill, lathe mill, shingle mill, or cooperage-stock<br/>mill.</li> <li>Occupations involved in the operation of power-driven<br/>woodworking machines.</li> <li>Occupations involving exposure to radioactive substances<br/>and to ionizing radiations.</li> <li>Occupations involved in the operation of elevators and<br/>other power-driven hoisting apparatus.</li> <li>Occupations involved in the operation of power-driven<br/>metal forming, punching, and shearing machines.</li> <li>Occupations in connection with mining, other than coal.</li> <li>Occupations involved in the operation of certain power-<br/>driven bakery machines.</li> <li>Occupations involved in the operation of certain power-<br/>driven bakery machines.</li> <li>Occupations involved in the operation of certain power-<br/>driven paper products machines.</li> <li>Occupations involved in the operation of certain power-<br/>driven paper products machines.</li> <li>Occupations involved in the operation of certain power-<br/>driven paper products machines.</li> <li>Occupations involved in the operation of certain power-<br/>driven paper products machines.</li> <li>Occupations involved in the operation of certain power-<br/>driven paper products machines.</li> <li>Occupations involved in the operation of certain power-<br/>driven paper products machines.</li> <li>Occupations involved in the operation of certain power-<br/>driven paper products machines.</li> <li>Occupations involved in the operation of circular saws, band<br/>kindred products.</li> <li>Occupations involved in the operation of circular saws, band<br/>saws, and quillotine shears.</li> </ul> | <ul> <li>A minor may not be employed to transfer monetary funds in<br/>any amount between 8 p.m. and 8 a.m. or in any amount over<br/>\$100.00 between 8 a.m. and 8 p.m. unless that minor is the<br/>child of the owner or operator or the funds have been received in<br/>payment of goods or services delivered by the minor.</li> <li><b>AREAS OF EMPLOYMENT RESTRICTED FOR MINORS 14</b></li> <li><b>AND 15 YEARS OF AGE</b> <ol> <li>Manufacturing, mechanical or processing occupations<br/>including occupations in workrooms, workplaces<br/>or storage areas where goods are manufactured or<br/>processed.</li> <li>Operation, cleaning or adjusting of any power-driven<br/>machinery other than office machines.</li> <li>Occupations in, about, or in connection with (except<br/>office or sales work not performed on site):</li> <li>scaffolding <ul> <li>acids</li> <li>construction</li> <li>dyes</li> <li>railroads</li> <li>hoisting apparatus</li> </ul> </li> </ol></li></ul>   | <ul> <li>The detector tests either for pre-employment, screening or during the course of employment, screening or during the course of employment.</li> <li>PMOHIBITIONS</li> <li>Employers are generally prohibited from requiring or requesting any employee or job applicant to take a field etector test, and from discharging, disciplining, or discriminating against an employee or prospective indigensers.</li> <li>DEMEMTISE DURINE REMEMENT A concerning the conduct or effusion to take a test or for exercising other rights under the Act.</li> <li>DEMEMTISE DURINE Reference and local governments are not affected by the law. Also, the law does not apply to tests gride in economic loss to the employee. The kaw does not apply to tests or clail aw or any collective bargaining agreement.</li> <li>DEPARTIMENT OF LABOR UNITED STATES OF AMERICA</li> <li>MEMEN MER CAD HOUR DIVISION UNITED STATES DEPARTIMENT OF LABOR</li> <li>MEAC DEPARTIMENT OF LABOR UNITED STATES DEPARTIMENT OF LABOR</li> <li>MEAC DEPARTIMENT OF LABOR UNITED STATES DEPARTIMENT OF LABOR</li> </ul>   | <ul> <li>You have not been separated non-service with a disquaritying discharge of under other than honorable conditions.</li> <li>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.</li> <li><b>RIGHT TO BE FREE FROM DISCRIMINATION AND RETALIATION</b> If you: <ul> <li>are obligated to serve in the uniformed service;</li> <li>have applied for membership in the uniformed service; or</li> <li>have applied for membership in the uniformed service; or</li> <li>initial employment;</li> <li>greemployment;</li> <li>my benefit of employment;</li> <li>my benefit of employment;</li> <li>because of this status.</li> </ul> </li> <li>US. Department of Labor + 1-866-487-2365</li> </ul> |
|---|--|---|--|---|---|
| <ul> <li>Minors 14 – 15:</li> <li>4 hours on any day when school is in session.</li> <li>8 hours on any day when school is not in session.</li> <li>23 hours in any week when school is not in session.</li> <li>40 hours in any week when school is not in session.</li> <li>May only work between the hours of 7:00 am and 8:00 pm.</li> <li>May work until 9:00 pm from Memorial Day until Labor Day.</li> <li>The hours worked by a minor enrolled in a bona fide work-study or student-learner program when school is normally in session may not be counted towards the permissible hours of work prescribed above.</li> <li>Minors 16 – 17:</li> <li>May spend no more than 12 hours in a combination of school hours and work hours each day.</li> <li>Must be allowed at least eight consecutive hours of non-work, non-school time in each 24-hour period</li> <li>Exceptions to hours and occupations may be granted by the formissioner of Labor and Industry. Applications for exceptions should be addressed to the Commissioner giving specific details.</li> <li>Mor-Employment Activities</li> <li>Activities not considered employment if performed outside of the prescribed school day and the activity does not involve mining, manufacturing or hazardous occupations. The activities include:</li> </ul> | <text><section-header><text><text><text><text><list-item></list-item></text></text></text></text></section-header></text>  | <ul> <li>Occupations involved in wrecking, demolition, and shipbreaking operations.</li> <li>Occupations involved in roofing operations.</li> <li>Occupations involved in excavation operations.</li> <li>In addition to the hazardous occupations as declared by the U.S. Secretary of Labor and adopted by the Commissioner of Labor and Industry, the following occupations are forbidden to all minors:</li> <li>Blast furnaces.</li> <li>Docks or wharves, other than marinas where pleasure boats are sold or served.</li> <li>Pilots, firemen, or engineers on any vessel or boat engaged in commerce.</li> <li>Railroads.</li> <li>Erection and repair of electrical wires.</li> <li>Any distillery where alcoholic beverages are manufactured, bottled, wrapped or packed.</li> <li>The manufacturing of dangerous or toxic chemicals or compounds.</li> <li>Cleaning, oiling or wiping of machinery.</li> <li>Any occupation forbidden by any local, state or federal law.</li> <li>Any occupation which after investigation by the Commissioner is deemed injurious to the health and welfare of the minor.</li> </ul>   | <ul> <li>nuosting apparatus</li> <li>brickyard</li> <li>gases</li> <li>lumberyard</li> <li>iye</li> <li>airports</li> <li>public messaging service</li> <li>arasportation of persons or property</li> </ul> <b>For More Information Contact: Department of Labor, Licensing and Regulation Department of Labor, Licensing and Regulation Division of Labor and Industry</b> — Employment Standards Service <b>100 North Euror Statert, Room 607 · Battimore, MD 21201 TelePhone Numbers:</b> (410) 767-2357 · <b>Ear Numbers:</b> (410) 333-7303 <b>E-mail:</b> didiemploymentstandards-dilr@maryland.gov <b>REV. 09/2019</b>  | WORKERS' COMPENSATION         La compensation State Compensation and the state of the state | AJADOR<br>en<br><u>iAccidentes por lesión/daño corporal relacionados con</u><br>el Empleo o Enfermedad Profesional?<br>Si usted se encuentra incapacitado o inhabilitado para<br>trabajar por mós de tres días el seguro de trabajadores  |
|   |  |   |  |   |   |
| <b>SA-301.</b><br>(a) In this subtitle the following words have the meanings indicated.<br>(b)(1) "Employer" means:<br>(i) a person engaged in a business, industry, profession, trade, or<br>other enterprise in the State;<br>(ii) the State and its units;<br>(iii) a county and its units;<br>(iii) a county and its units; and<br>(iv) a municipal government in the State.<br>(2) "Employer" includes a person who acts directly or indirectly in<br>the interest of another employer with an employee.   | Equal Pay for<br>(Labor and Employment)<br>(ii) requesting that the employer provide a reason for why the<br>employee's wages are a condition of employment;<br>(2) require an employee to sign a waiver or any other document<br>that purports to deny the employee the right to disclose or discuss<br>the employee's wages; or<br>(3) take any adverse employment action against an employee for:<br>(i) inquiring about the employee's wages or another employee's<br>wages;<br>(ii) disclosing the employee's own wages;<br>(iii) discussing another employee's wages if those wages have been  | ent of Labor<br><b>or Equal Work</b><br><b>t Article Title 3, Subtitle 3)</b><br>(2) After an employer makes an initial offer of employment with<br>an offer of compensation to an applicant for employment, an<br>employer may:<br>(1) Subject to paragraph (3) of this subsection, rely on the wage<br>history voluntarily provided by the applicant for employment to<br>support a wage offer higher than the initial wage offered by the<br>employer: or<br>(II) Seek to confirm the wage history voluntarily provided by the<br>applicant for employment to support a wage offer higher than the<br>initial wage offered by the employer.  | <ul> <li>(2) hinder, delay, or otherwise interfere with the Commissioner or an authorized representative of the Commissioner in the enforcement of this subtitle;</li> <li>(3) refuse entry to the Commissioner or an authorized representative of the Commissioner into a place of employment that the Commissioner is authorized under this subtitle to inspect; or</li> <li>(4) discharge or otherwise discriminate against an employee or applicant for employment because the employee or applicant for employment to the commissioner the commissioner of the subtract of the commissioner is authorized under the commissioner of the commi</li></ul> | <ol> <li>Notify your employer or supervisor at once. You cannot receive full benefits unless your employe knows you are injured.</li> <li>Tell the doctor who treats you that you were hurt on the job.</li> <li>Complete an Employee's Claim Form C-1 (available by phone or on the Commission's website) and send it to us as soon as possible.</li> <li>Note: Withholding information or giving false information about any work-related activity or return to work could prevent you from receiving benefits and may subject you</li> </ol>   | <ul> <li>1. Informarle a su empleador o supervisor de inmediato.<br/>No podría recibir todos sus beneficios a menos que su<br/>empleador fuere notificado que sufrió una lesión.</li> <li>2. Informarle al médico quien le administre tratamiento<br/>que usted se lesionó en su trabajo.</li> <li>3. Llenar el formulario Employee's Claim Form C-1 (disponible<br/>consultando la página del Internet para el Workers' Compensation o solicitándo uno por</li> </ul>  |
| <ul> <li>\$3-301.</li> <li>(a) In this subtitle the following words have the meanings indicated.</li> <li>(b)(1) "Employer" means: <ol> <li>a person engaged in a business, industry, profession, trade, or other enterprise in the State;</li> <li>b the State and its units;</li> <li>a ounty and its units; and</li> <li>a municipal government in the State.</li> <li>"Employer" includes a person who acts directly or indirectly in the interest of another employer with an employee.</li> <li>"Gender identity" has the meaning stated in § 20–101 of the State Government Article.</li> <li>"Wage" includes board, lodging, or other advantage provided to an employee for the convenience of the employer.</li> </ol> </li> <li>Sa-302.</li> <li>This subtitle applies to an employer of both men and women in a lawful enterprise.</li> <li>Sa-303.</li> <li>In addition to any powers set forth elsewhere, the Commissioner may: <ol> <li>us informal methods of conference, conciliation, and persuasion to eliminate pay practices that are unlawful under this</li> </ol> </li> </ul>  | <ul> <li>Equal Pay for<br/>(Labor and Employment)</li> <li>(ii) requesting that the employer provide a reason for why the<br/>employee's wages are a condition of employment;</li> <li>(2) require an employee to sign a waiver or any other document<br/>that purports to deny the employee the right to disclose or discuss<br/>the employee's wages; or</li> <li>(3) take any adverse employment action against an employee for:</li> <li>(i) inquiring about the employee's wages or another employee's<br/>wages;</li> <li>(ii) discussing another employee's wages if those wages have been<br/>disclosed voluntarily;</li> <li>(iv) asking the employer to provide a reason for the employee's<br/>wage; or</li> <li>(b) (1) Subject to paragraph (2) of this subsection, an employer may,<br/>in a written policy provided to each employee, establish reasonable<br/>workday limitations on the time, place, and manner for inquiries about<br/>or the discussion or disclosure of employee wages.</li> <li>(2) A limitation established under paragraph (1) of this subsection<br/>and all other State and federal laws.</li> </ul>  | <ul> <li>c) After an employer makes an initial offer of employment with an offer of compensation to an applicant for employment, an employer may:</li> <li>(1) Subject to paragraph (3) of this subsection, rely on the wage history voluntarily provided by the applicant for employment to support a wage offer higher than the initial wage offered by the employer: or</li> <li>(1) Seek to confirm the wage history voluntarily provided by the applicant for employment to support a wage offered by the employer.</li> <li>(3) An employer may rely on wage history under paragraph (2) of this subsection only if the higher wage does not create an unlawful pay differential based on protected characteristics under §3-304 of this subtitle.</li> <li>(C) This section may not be construed to prohibit an applicant for employment from sharing wage history with an employer voluntarily. §3-305.</li> <li>(a)(1) Each employer shall keep each record that the Commissioner requires on: <ul> <li>(i) wage of employees;</li> <li>(ii) job classifications of employees; and</li> <li>(iii) other conditions of employenst.</li> </ul> </li> </ul>   | <ul> <li>or an authorized representative of the Commissioner in the enforcement of this subtitle;</li> <li>(3) refuse entry to the Commissioner or an authorized representative of the Commissioner into a place of employment that the Commissioner is authorized under this subtitle to inspect; or</li> <li>(4) discharge or otherwise discriminate against an employee or applicant for employment because the employee or applicant for employment:</li> <li>(i) makes a complaint to the employer, the Commissioner, or another person;</li> <li>(ii) brings an action under this subtitle or a proceeding that relates to the subject of this subtitle or causes the action or proceeding to be brought; or</li> <li>(iii) has testified or will testify in an action under this subtitle or a proceeding that relates to the subject of this subtitle.</li> <li>(b) An employee or an applicant for employment may not:</li> <li>(1) make a groundless or malicious complaint to the Commissioner or an authorized erpresentative of the Commissioner;</li> <li>(2) in bad faith, bring an action under this subtitle;</li> </ul>  | knows you are injured. 2. Tell the doctor who treats you that you were hurt on the job. 3. Complete an Employee's Claim Form C-1 (available by phone or on the Commission's website) and send it to us as soon as possible. Note: Withholding information or giving false information about any work-related activity or return to work could prevent you from receiving benefits and may subject you to fines, imprisonment or both. Employer/Empleador Business Address/Dirección City/State/Zip  | <ul> <li>1. Informarle a su empleador o supervisor de inmediato.<br/>No podría recibir todos sus beneficios a menos que su<br/>empleador fuere notificado que sufrió una lesión.</li> <li>2. Informarle al médico quien le administre tratamiento<br/>que usted se lesionó en su trabajo.</li> <li>3. Llenar el formulario Employee's Claim Form C-1 (disponible<br/>consultando la página del Internet para el Workers' Compensation o solicitándo uno por<br/>teléfono). Diligenciarlo para que las oficinas del Workers' Compensation lo reciban lo antes posible.</li> <li>Aviso: El suministrar información falsa u ocultar información sobre cualquier actividad relacionada<br/>con su trabajo o relacionada con su regreso al trabajo, pudiera afectar los beneficios que<br/>recibiera o pudiera acarrearle multas, encarcelamiento o ambas.</li> </ul>  |
| <ul> <li>\$3-301.</li> <li>(a) In this subtitle the following words have the meanings indicated.</li> <li>(b)(1) "Employer" means: <ul> <li>(i) a person engaged in a business, industry, profession, trade, or other enterprise in the State;</li> <li>(ii) the State and its units;</li> <li>(iii) a county and its units; and</li> <li>(iv) a municipal government in the State.</li> <li>(2) "Employer" includes a person who acts directly or indirectly in the interest of another employer with an employee.</li> <li>(c) "Gender identity" has the meaning stated in § 20–101 of the State Sovernment Article.</li> <li>(d)(1) "Wage" means all compensation for employment.</li> <li>(2) "Wage" includes board, lodging, or other advantage provided to an employee for the convenience of the employer.</li> </ul> </li> <li>Sa302.</li> <li>This subtitle applies to an employer of both men and women in a lawful enterprise.</li> <li>3-303.</li> <li>In addition to any powers set forth elsewhere, the Commissioner may: <ul> <li>(1) use informal methods of conference, conciliation, and</li> </ul> </li> </ul>   | <ul> <li>Equal Pay for (Labor and Employment)</li> <li>(ii) requesting that the employer provide a reason for why the employee's wages are a condition of employment;</li> <li>(2) require an employee to sign a waiver or any other document that purports to deny the employee the right to disclose or discuss the employee's wages; or</li> <li>(3) take any adverse employment action against an employee for:</li> <li>(1) inquiring about the employee's wages or another employee's wages;</li> <li>(ii) disclosing the employee's own wages;</li> <li>(ii) discussing another employee's wages if those wages have been disclosed voluntarily;</li> <li>(iv) asking the employer to provide a reason for the employee's wages; or</li> <li>(b) (1) Subject to paragraph (2) of this subsection, an employer may, in a written policy provided to each employee, establish reasonable workday limitations on the time, place, and manner for inquiries about on the discussion or disclosure of employee wages.</li> <li>(2) A limitation established under paragraph (1) of this subsection shall be consistent with standards adopted by the Commissioner</li> </ul>                 | <ul> <li>by Equal Work</li> <li>c) After an employer makes an initial offer of employment with an offer of compensation to an applicant for employment, an employer may: <ul> <li>(1) Subject to paragraph (3) of this subsection, rely on the wage history voluntarily provided by the applicant for employment to support a wage offer higher than the initial wage offered by the employer: or</li> <li>(1) Seek to confirm the wage history voluntarily provided by the applicant for employment to support a wage offer higher than the initial wage offer higher than the initial wage offered by the employer.</li> <li>(3) An employer may rely on wage history under paragraph (2) of this subsection only if the higher wage does not create an unlawful pay differential based on protected characteristics under §3-304 of this subtite.</li> </ul> </li> <li>(C) This section may not be construed to prohibit an applicant for employment from sharing wage history with an employer voluntarily. 53-305. <ul> <li>(a) (1) Each employer shall keep each record that the Commissioner requires on: <ul> <li>(i) wages of employees;</li> <li>(ii) obclassifications of employees; and</li> <li>(iii) other conditions of employees; and</li> <li>(b) On the basis of the records required under this subsection, an employer shall make each report that the Commissioner requires.</li> </ul> </li> </ul></li></ul>  | <ul> <li>or an authorized representative of the Commissioner in the enforcement of this subtitle;</li> <li>(3) refuse entry to the Commissioner or an authorized representative of the Commissioner into a place of employment that the Commissioner is authorized under this subtitle to inspect; or</li> <li>(4) discharge or otherwise discriminate against an employee or applicant for employment because the employee or applicant for employment.</li> <li>(i) makes a complaint to the employer, the Commissioner, or another person;</li> <li>(ii) brings an action under this subtitle or a proceeding that relates to the subject of this subtitle or causes the action or proceeding to be brought; or</li> <li>(iii) has testified or will testify in an action under this subtitle or a proceeding that relates to the subject of this subtitle.</li> <li>(b) An employee or an applicant for employment may not:</li> <li>(1) make a groundless or malicious complaint to the Commissioner, or an authorized representative of the Commissioner;</li> </ul>   | knows you are injured. 2. Tell the doctor who treats you that you were hurt on the job. 3. Complete an Employee's Claim Form C-1 (available by phone or on the Commission's website) and send it to us as soon as possible. Note: Withholding information or giving false information about any work-related activity or return to work could prevent you from receiving benefits and may subject you to fines, imprisonment or both. Employer/Empleador Business Address/Dirección   | <ul> <li>1. Informarle a su empleador o supervisor de inmediato.<br/>No podría recibir todos sus beneficios a menos que su<br/>empleador fuere notificado que sufrió una lesión.</li> <li>2. Informarle al médico quien le administre tratamiento<br/>que usted se lesionó en su trabajo.</li> <li>3. Llenar el formulario Employee's Claim Form C-1 (disponible<br/>consultando la página del Internet para el Workers' Compensation o solicitándo uno por<br/>teléfono). Diligenciarlo para que las oficinas del Workers' Compensation lo reciban lo antes posible.</li> <li>Aviso: El suministrar información falsa u ocultar información sobre cualquier actividad relacionada<br/>con su trabajo o relacionada con su regreso al trabajo, pudiera afectar los beneficios que</li> </ul>  |

proceeding, a hearing, or an action under this subtitle, including an and perform work of comparable character or work on the same estigation conducted by the employer. (2) if an employee who has access to wage information as part (ii) providing less favorable employment opportunities based on of the essential functions of the employee's job discloses the employee's own wages or wage information about another (2) For purposes of paragraph (1)(i) of this subsection, an employee employee obtained outside the performance of the essential shall be deemed to work at the same establishment as another functions of the employee's job, the employee shall be entitled to ployee if the employees work for the same employer at

(2) ask the Attorney General to bring an action on behalf of the applicant or employee (b) The Attorney General may bring an action under this section in the county where the violation allegedly occurred for injunctive relief, damages, or other relief. §3-307. (a)(1) If an employer knew or reasonably should have known that ver's action violates § 3-304 of this subtitle, an affected

(E)(1) If the Commissioner determines that an employer has violated §3-304.2 of this subtitle, the Commissione (I) shall issue an order compelling compliance; and may, in the Commissioner's discretion. 1. for a first violation, issue a letter to the employer compelling

for a second violation

**HEALTH INSURANCE COVERAGE** You and other members of your family may be eligible under Maryland law to continue to be covered by your former employer's health insurance policy if: nalty of up to \$300 for

**TO BE POSTED** 

Safety and health protection on the job

**Maryland Occupational Safety and Health Act - Private Sector** 

| workplaces located in the same county of the State.  | the employer's action violates § 3-304 of this subtitle, an affected<br>employee may bring an action against the employer for injunctive | 2. for a second violation, assess a civil penalty of up to \$300 for<br>each applicant for employment for whom the employer is not   | You quit your job or you were terminated from your employment for a reason other than   |             |  |
|--|--|--|---|-------------|--|
| <ul> <li>(c) Except as provided in subsection (d) of this section, subsection (b) of this section does not prohibit a variation in a wage that is based on:</li> <li>(e) Nothing in this section shall be construed to:</li> <li>(1) require an employee to disclose the employee's wages;</li> </ul>  | relief and to recover the difference between the wages paid to<br>employees of one sex or gender identity and the wages paid to          | in compliance; or<br>3. for each subsequent violation, assess a civil penalty of up  | for cause; and  |             | The Maryland Occupational Safety and Health Act of 1973 pro  |
| (1) a seniority system that does not discriminate on the basis of sex or gender identity;<br>(2) diminish employees' rights to negotiate the terms and conditions of employment under federal, State, or local law   | , employees of another sex or gender identity who do the same type   | employer is not in compliance if the violation occurred within   | <ul> <li>You are covered by your employer under a group hospital-medical policy or a health<br/>maintenance organization (HMO) for at least three (3) months prior to being separated</li> </ul>                                    |             | safe and healthful working conditions throughout the State. R  |
| <ul> <li>(2) a merit increase system that does not discriminate on the basis of sex or gender identity;</li> <li>(3) limit the rights of an employee provided under any oth provision of law or collective bargaining agreement;</li> <li>(4) contrast on a blicking on any produce to discuss the product of the pro</li></ul> | (2) If all elliptoyed knew of reasonably should have known that  | occurred.  | from your employment; and   |             |  |
| <ul> <li>(3) jobs that require different abilities or skills;</li> <li>(4) jobs that require the regular performance of different duties or service:</li> <li>(5) permit an employee, without the written consent of an employee.</li> </ul>   | relief and to recover actual damages and an additional equal   | Commissioner shall consider:   | You do not have other similar insurance.  | Employers:  | Each employer shall furnish to each of his or her employees en   |
| (5) work that is performed on different shifts or at different times of day.   | (3) An employee may bring an action on behalf of the employee  |  | If you wish to continue your health insurance, you MUST give your employer written notice no  |             | causing or are likely to cause death or serious harm to employ<br>under the Act.                           |
| (6) a system that measures performance based on a quality or<br>(6) a system that measures performance based on a quality or<br>(6) permit an employee to disclose wage information to a   | (b) On the written request of an employee who is entitled to bring   |  | later than forty-five (45) days after your last day of work.<br>IMPORTANT:  |             | under the Act.   |
| (7) a bona fide factor other than sex or gender identity, including  | action under this section, the Commissioner may:<br>(1) take an assignment of the claim in trust for the employee;                       | (3) If the Commissioner assesses a penalty under paragraph<br>(1)(II) of this subsection, the penalty shall be subject to the notice   | You will be responsible for paying the entire cost of the health insurance policy.  | Employees:  | Each employee shall comply with all occupational safety and  |
| education, training, or experience in which the factor:<br>(i) is not based on or derived from a gender-based differential in<br>(ii) is not based on or derived from a gender-based differential in   | (2) ask the Attorney General to bring an action in accordance w<br>this section on behalf of the employee; and                           | th and hearing requirements of Title 10, Subtitle 2 of the State<br>Government Article.  | For further information about the program, you should contact your employer, or if necessary,   |             | to his or her own actions and conduct on the job.  |
| compensation;<br>(ii) is job related with respect to the position and consistent with a<br>(iii) is job related with respect to the position and consistent with a   | plicant (3) consolidate 2 or more claims against an employer.<br>(c) An action under this section shall be filed within 3 years after    | For additional information or to file a complaint, please contact:<br>For MORE INFORMATION CONTACT:  | telephone the Insurance Administration in Baltimore at (410) 468-2244 or 1-800-492-6116 (Ext. 2244).  |             | The Commissioner of Labor and Industry has the primary resp  |
| business necessity; and (B)(1) An employer may not:<br>(iii) accounts for the entire differential. (B)(1) An employer may not:<br>(iii) accounts for the entire differential.  | an the employee receives from the employer the wages paid on the termination of employment under § 3-505(a) of this title.               | DEPARTMENT OF LABOR<br>Division of Labor and Industry  | State of Maryland   |             | standards. MOSH Safety and Health Inspectors conduct jobsite   |
| (d) This section does not preclude an employee from demonstrating<br>that an employer's reliance on an exception listed in subsection (c) of   | (d) The agreement of an employee to work for less than the wage t<br>which the employee is entitled under this subtitle is not a defense | EMPLOYMENT STANDARDS SERVICE   | Maryland Department of Labor  |             | , i ,  |
| this section is a pretext for discrimination on the basis of sex or gender identity. 2. Requested the wage range in accordance with this section the position for which the applicant applied; and   | on for<br>an action under this section.<br>(e) If a court determines that an employee is entitled to judgment                            | BALTIMORE, MD 21201  | THIS NOTICE APPLIES TO STATE LAW.   | Inspection: | The Act requires that a representative authorized by the empl  |
| (e) An employer who is paying a wage in violation of this subtitle may<br>not reduce another wage to comply with this subtitle. (II) Except a provided in paragraph (2) of this subsection:<br>1. Rely on the wage history of an applicant for employment  | t in an action under this section, the court shall allow against the employer reasonable counsel fees and other costs of the action, as  | Рноле: 410-767-2357<br>well  | YOU MAY HAVE BROADER BENEFITS UNDER FEDERAL LAW.  |             | purpose of aiding the inspection.  |
| <b>53-304.1.</b> screening or considering the applicant for employment or determining the wages for the applicant; or  | n as prejudgment interest in accordance with the Maryland Rules.<br>\$3-308.   |  | TO BE POSTED  |             | Where there is no authorized employee representative, the M  |
| <ul> <li>(1) prohibit an employee from:</li> <li>(1) prohibit an employee from:</li> <li>(1) inquiring about, discussing, or disclosing the wages of the</li> </ul>  | Drally, IN (a) An employer may not:  |  | PUB/DUI 6116  |             | concerning safety and health conditions in the workplace.  |
| employee or another employee; or former employer.  | (1) winding violate any provision of this subtric,   | REV. 09/2020   |   |             |  |
|  | the second s                           |  |   | Complaint:  | Employees or their representatives have the right to file a com  |
|  |  | MD   |   |             | or unhealthful conditions exist in their workplace. The Commi  |
| TO EMPLOYEES 410-334-6800  | Caroline Somerset<br>Dorchester Talbot   | Employ   | yment Discrimination <i>is Unlawful</i>   |             | The Act provides that employees may not be discharged or dis   |
| YOUR EMPLOYER IS SUBJECT TO the Maryland Unemployment Insurance Law and pays taxes 1-877-293-4125 (toll free)  | Kent Wicomico  |  | por organizations cannot deny membership to qualified<br>rsons or discriminate in apprenticeship programs. Any form of retaliation is grounds to file a Complaint of<br>Discrimination with the Maryland Commission on Civil Rights |             | otherwise exercising their rights under the Act.   |
| under this law. No deduction is made from your wages for this purpose. IF YOU ARE LAID OFF or otherwise become unemployed, immediately file a claim by callling  | Queen Anne's Worcester<br>Carroll<br>Anne Arundel Caril  | of Maryland provides every Marylander equal protection in • Em   | ployment agencies cannot discriminate in job referrals, (MCCR).   |             | An employee who believes he or she has been discriminated a  |
| the telephone number for the area in which you reside or you may file a claim on the internet at the web site address indicated below. 410-853-1600 1-877-293-4125 (toll free)   | Baltimore City Harford<br>Baltimore County Harford   | Race Physical or Mental Disability info  | s discriminatory pre-employment questions, or circulate ormation that unlawfully limits employment. If you believe your rights under the law have been violated,  |             | Occupational Safety and Health Administration Regional Offic   |
| IF YOU ARE ELIGIBLE, you may be entitled to unemployment insurance benefits for as manyas 26 weeks.  | Howard   | Sex Color adv  | wspapers and other media cannot publish job<br>vertisements that discriminate.  | Citation:   | If upon an inspection the Commissioner believes an employer  |
| IF YOU ARE WORKING LESS THAN FULL TIME, you may be eligible for partial benefits. If<br>your regular hours of work have been reduced, promptly file a claim as instructed above, to  | INSIDE THE STATE OF OUTSIDE THE STATE OF MARYLAND MARYLAND   | Age Marital Status<br>Ethnicity Sexual Orientation Detection   | What If My Employer Retaliates? will work with you to discuss what happened and determine if  |             | employer. Each citation shall specify a time period within whi   |
| determine your benefit rights.   | (DENTRO DEL ESTADO (FUERA DEL ESTADO DE<br>DE MARYLAND) MARYLAND)  | Ancestry or National Origin Gender Identity exercis  | iation is also prohibited under the law when you se your rights to seek relief and redress. If an employee  |             | The MOSH citation must be prominently displayed at or near t   |
| gross wages before deductions during the week you return to work regardless of whether or not DE HABLE   | Maryland Relay Dial 711<br>TTY: 1-800-735-2258 TTY: 1-800-735-2258   | emplo  | s to file an employment discrimination complaint, an yer may not:<br>All procedures by MCCR are confidential until your case is certified for public hearing or trial.  |             | later, to warn employees of dangers that may exist there.  |
| you have been paid. HISPANA<br>YOU ARE ENTITLED TO BENEFITS IF: 301-313-8000   | Speech to Speech: Speech to Speech:<br>1-800-785-5630 1-800-785-5630   | What Am I Protected From?         Int           You are protected from unlawful discrimination from the         Res  | erfere with; STATE OF MARYLAND<br>strain: COMMISSION ON CIVIL RIGHTS  |             |  |
| 1. You are unemployed through no fault of your own.  | Para Relevos en Para Relevos en Maryland   | following employment-related practices: • Der  | ny the exercise; or 6 SAINT PAUL STREET, SUITE 900 BATTHORE MD 21202-1631   | Proposed    | The Act provides for mandatory civil penalties against employ  |
| <ol> <li>You have sufficient earnings in your Base Period.</li> <li>You have registered for work and filed a claim for benefits with a Maryland</li> </ol>   | 711 ó presione presione<br>711 ó 1-800-877-1264 (U.S.)   |  | ny the attempt to Ballmore, MD 21202-1031   | Penalty:    | to \$7,000 for each nonserious violation. Civil penalties of up to   |
| Department of Labor claim center listed below.<br>4. You are able to work, available for work, and actively seeking work. <b>TO F</b>  | ILE A CLAIM VIA THE INTERNET:  |  | Toll Free: 1 (800) 637-6247   TTY: (410) 333-1737   Fax: (410) 333-1841   |             | proposed time period. Also, any employer who willfully or rep<br>each such violation.                      |
|  | ww.mdunemployment.com  |  | mccr@maryland.gov   www.mccr.maryland.gov   |             |  |
| age, you must know the Social Security number of each dependent when you   | IMPORTANT NOTICE<br>ntended for persons who are unemployed through no fault of their   |  |   |             | Criminal penalties are also provided for in the Act. Any willful   |
| instructions on how to provide a copy of the dependents' birth certificates or other own and who are ready, willi  | in and able to work. Persons who receive benefits through false<br>LL earnings will be disqualified and will be subject to criminal      | MD   |   |             | by a fine of not more that \$10,000 or by imprisonment for not conviction doubles these maximum penalties. |
| IF YOU ARE TOTALLY OR PARTIALLY UNEMPLOYED CALL:   | · · · ·  |  | Department of Labor   |             | conviction doubles these maximum penalties.  |
| Phone Number To File A Claim Area Served of race, color, religion, age, so   | tates that no person shall be discriminated against on the basis<br>ex, or national origin. If you feel you have been discriminated      |  | CK AND SAFE LEAVE EMPLOYEE NOTICE   | Voluntary   | While providing penalties for violation, the Act also encourage  |
| 1-877-293-4125 (toll free) Charles St Mary's a complaint with the Office of  | t insurance process because of any of these factors, you may file<br>f Fair Practices, 1100 North Eutaw Street, Room 613, Baltimore,     | The Maryland Healthy Working Families Act requires employers with 15 or<br>to provide paid sick and safe leave for certain employees. It also requires the<br>top of the second secon | hat employers who guardian or ward of the employee or the employee's spouse, or an individual who acted as a  | Activity:   | of employment. The Commissioner of Labor and Industry enco   |
| Montgomery Maryland 21201.   | NT OF LABOR - DIVISION OF UNEMPLOYMENT INSURANCE   | employ 14 or fewer employees provide unpaid sick and safe leave for certa<br>Accrual   | ain employees. parent or stood in loco parentis to the employee or the employee's spouse when the employee or the employee's spouse was a minor.  |             | to develop and improve safety and health programs in all wor   |
| 1-8//-293-4125 (toll free) Frederick Washington  | D MUST BE POSTED IN A CONSPICUOUS PLACE  | Earned sick and safe leave begins to accrue on February 11, 2018, or the da<br>employee begins employment with the employer, whichever is later. An e  |   |             | Such cooperative action would initially focus on the identification  |
| DLLR/DUI 328 Mar   | land Department of Labor - Employment Article, Title 8, Sec. 8-603   | earned sick and safe leave at a rate of at least one hour for every 30 hours<br>however, an employee is not entitled to earn more than 40 hours of earne   | the employee works; sick and safe leave when it is foreseeable. An employer may deny leave in certain circumstances.  |             | employees and supervisors. There are many public and private   |
|  | REV. 03/2020   | in a year or accrue more than 64 hours of earned sick and safe leave at any  |   |             | requested.   |
|  | nev. 03/2020   | Leave Usage<br>An employee is allowed to use earned sick and safe leave under the follow   | ving conditions: Prohibitions   |             |  |
| MD   |  | <ul> <li>To care for or treat the employee's mental or physical illness, injury,</li> <li>To obtain preventative medical care for the employee or the employ</li> </ul>  | yee's family member; who exercises a right under the Maryland Healthy Working Families Act and an employee is   |             |  |
| MD Pregnant & Working  |  | <ul> <li>To care for a family member with a mental or physical illness, injury</li> <li>For maternity or paternity leave; or</li> </ul>  | y, or condition; prohibited from making a complaint, bringing an action, or testifying in an action in bad faith.<br>How to File a Complaint or Obtain Additional Information   |             |  |
| Know Your Rights! Do I Need A Doctor's Note?   | Any form of retaliation is grounds to file a Complaint of  | <ul> <li>The absence from work is necessary due to domestic violence, sexu committed against the employee or the employee's family member</li> </ul>   | al assault, or stalking If you feel your rights have been violated under this law or you would like additional  |             |  |
| If you are pregnant, you have a legal right to a reasonable It depends on what your employer requests. The law allows an   | Discrimination with the Mendend Commission on Civil Display  | being used: (1) to obtain medical or mental health attention; (2) to   | o obtain services from Commissioner of Labor and Industry   |             |  |
| accommodation if your pregnancy causes or contributes to<br>a disability <b>and</b> the accommodation does not impose an<br>your health care provider regarding the medical advisability   | What If I Am A Victim Of Discrimination?   | a victim services organization; (3) for legal services or proceedings;<br>employee has temporarily relocated as a result of the domestic viol  | lence, sexual assault,  |             |  |
| undue hardship on your employer. <i>State Government Article</i> ,<br>\$20-609(b) of a reasonable accommodation, but only to the same extent<br>certification is required for other temporary disabilities. <i>State</i>   | If you believe your rights under the law have been violated, you must file a complaint with MCCR <b>within 6 months</b> of               | or stalking.   | ssl.assistance@maryland.gov<br>REV. 09/2020   |             |  |
| What Does That Mean?         Government Article, \$20-609(f)           If you have a disability that is contributed to or caused by         If required, the certification must include:   | the alleged act of discrimination. A trained Civil Rights Officer will work with you to discuss what happened and determine if           |  |   |             |  |
| pregnancy, you may request a reasonable accommodation  | there is reason to believe a discriminatory violation occurred.<br>You can reach MCCR by phone, email, fax, letter, or walk-in.          | MD   |   |             |  |
| providing the reasonable accommodation." <i>State Government</i> • Probable duration of the accommodation should be  | All procedures by MCCR are confidential until your case<br>is certified for public hearing or trial.                                     | Departit   | nent of Labor, Division of Labor and Industry   |             |  |
| Article, \$20-609(d) provided.<br>The law lists an assortment of options for both you and your • Explanation as to the medical advisability of the   | IS CERTIFIED TOP PUBLIC NEARING OF TRIAL.  | Under Marvland Jaw, a tinned employee is an employee who customarily   | Notice to Tipped Employees  |             |  |

Under Maryland law, a tipped employee is an employee who customarily and regularly received

more than \$30 each month in tips or gratuities.

provides job safety and health protection for workers through the promotion of te. Requirements of the Act include the following:

s employment and a place of employment free from recognized hazards that are ployees; and shall comply with occupational safety and health standards issued

nd health standards, rules, regulations and orders issued under the Act that apply

responsibility for administering the Act and issuing occupational safety and health bsite inspections to ensure compliance with the Act.

mployees be given an opportunity to accompany the MOSH Inspector for the

e MOSH Inspector shall consult with a reasonable number of employees

complaint with the Commissioner requesting an inspection if they believe unsafe nmissioner will withhold names of employees complaining on request. r discriminated against in any way for filing safety and health complaints or

ed against may file a complaint with the Commissioner and/or the Federal Office within 30 days of the alleged discrimination.

over has violated the Act, a citation alleging such violations shall be issued to the which the alleged violation must be corrected.

ear the place of alleged violation for three days, or until it is corrected, whichever is

ployers of up to \$7,000 for each serious violation and for optional penalties of up up to \$7,000 per day may be proposed for failure to correct violations within the repeatedly violates the Act may be assessed civil penalties of up to \$70,000 for

Iful violation resulting in death of an employee, upon conviction, is punishable not more than six months, or by both. Conviction of an employer after a first

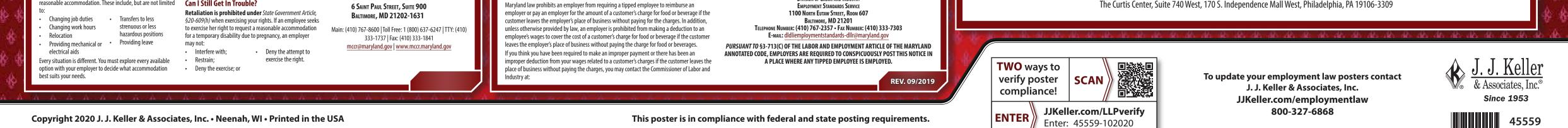
rages efforts by labor and management to reduce injuries and illnesses arising out encourages employers and employees to reduce workplace hazards voluntarily and workplaces and industries.

fication and elimination of hazards that could cause death, injury, or illness to vate organizations that can provide information and assistance in this effort, if

## ADDITIONAL INFORMATION AND COPIES OF THE ACT, SPECIFIC MARYLAND OCCUPATIONAL SAFETY AND HEALTH STANDARDS, AND OTHER APPLICABLE REGULATIONS MAY BE OBTAINED FROM

Mosh Training and Education **10946 GOLDEN WEST DRIVE, SUITE 160** HUNT VALLEY, MARYLAND 21031 PHONE: 410-527-2091

Complaints about State Program administration may be made to Regional Administrator, Occupational Safety and Health Administration, The Curtis Center, Suite 740 West, 170 S. Independence Mall West, Philadelphia, PA 19106-3309



DEPARTMENT OF LABOR

**D**IVISION OF LABOR AND INDUST

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reasonable accommodation

STATE OF MARYLAND

COMMISSION ON CIVIL RIGHTS

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