

**Since 1953** 

# LABOR LAWS

## **FEDERAL**

The Act also permits polygraph testing, subject to

incident (theft, embezzlement, etc.) that resulted in

more restrictive with respect to lie detector tests.

economic loss to the employer.

**EXAMINEE RIGHTS** 

restrictions, of certain employees of private firms who

are reasonably suspected of involvement in a workplace

The law does not preempt any provision of any State or

local law or any collective bargaining agreement which is

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

testing, the right to refuse or discontinue a test, and the

right not to have test results disclosed to unauthorized

rights, including the right to a written notice before

## **GEORGIA**

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

## 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**

FED

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

#### **CHILD LABOR**

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

#### **TIP CREDIT**

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

#### NURSING MOTHERS

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



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

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

#### PROHIBITIONS

Employers are generally prohibited from requiring or requesting any employee or job applicant to take a lie detector test, and from discharging, disciplining, or discriminating against an employee or prospective employee for refusing to take a test or for exercising other rights under the Act.

#### **EXEMPTIONS**

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

## **ADDITIONAL INFORMATION**

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.

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

Civil money penalties may also be assessed for violations

**ENFORCEMENT** 

- Certain occupations and establishments are exempt from the minimum wage, and/or overtime pay provisions
- Special provisions apply to workers in American Samoa, the Commonwealth of the Northern Mariana Islands, and the Commonwealth of Puerto Rico.

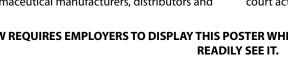
Some state laws provide greater employee protections; employers must comply with both. Some employers incorrectly classify workers as "independent contractors" when they are actually employees under the FLSA. It is important to know the difference between the two because employees (unless exempt) are entitled to the FLSA's minimum wage and overtime pay protections and correctly classified independent contractors are not.

Certain full-time students, student learners, apprentices, and workers with disabilities may be paid less than the minimum wage under special

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.

#### 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





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

REV. 07/2016

### EQUAL PAY FOR EQUAL WORK ACT

#### POLICY

GA

The General Assembly of Georgia hereby declares that the practice of discriminating on the basis of sex by paying wages to employees of one sex at a lesser rate than the rate paid to employees of the opposite sex for comparable work on jobs which require the same or essentially the same knowledge, skill, effort and responsibility unjustly discriminates against the person receiving the lesser rate:

> Georgia through the exercise of the police power of this State to correct and, as rapidly as possible, to eliminate discriminatory wage practices based

No employer having employees subject to any provisions of this section shall discriminate, within any establishment in which such employees are employed, between employees on the basis of sex by paying wages at a rate less than the rate paid to the opposite sex, EXCEPT WHERE SUCH PAYMENT IS MADE PURSUANT TO:

(404) 232-3392 A merit system;

It shall also be unlawful for any person to cause or attempt to cause an employer to discriminate against any employee in violation of the provisions of this Chapter. It shall be unlawful for any person to discharge or in any other manner discriminate against any employee covered by this Chapter because such employee has made a complaint against the employer or any other person or has instituted or caused to be instituted any proceeding under or related to this Chapter or has testified or is about to testify in any such proceedings. Any person who violates any provision of this Code section shall, upon conviction thereof, be punished by a fine not to exceed \$100.00. (OCGA Section 34-5-3.)

#### FOR INFORMATION ON EQUAL PAY FOR EQUAL WORK ACT CONTACT:

Georgia Department of Labor Office of Equal Opportunity 148 Andrew Young International Blvd., N. E.

Atlanta, Georgia 30303-1751 FOR ADDITIONAL POSTERS PHONE:

POST IN PROMINENT PLACE AS REQUIRED

## **YOUR RIGHTS UNDER USERRA**

THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

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

#### **REEMPLOYMENT RIGHTS**

FED

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 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.

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

### **RIGHT TO BE FREE FROM DISCRIMINATION AND** RETALIATION

If you:

- are obligated to serve in the are a past or present member of the uniformed service; uniformed service; have applied for membership
- in the uniformed service; or
- then an employer may not deny you: initial employment; promotion; or
  - reemployment; any benefit of employment
- retention in employment; because of this status.

In addition, an employer may not retaliate against anyone assisting in the enforcement of USERRA rights, including testifying or making a statement in connection with a proceeding under USERRA, even if that person has no service connection

## **HEALTH INSURANCE PROTECTION**

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

#### **ENFORCEMENT**

- The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate and resolve complaints of USERRA violations.
- For 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 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 request that your case be referred to the Department of Justice or the Office of Special Counsel, as applicable, for representation.
- You may also bypass the VETS process and bring a civil action against an employer for violations of USERRA.

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.

REV. 05/2022

U.S. Department of Labor • 1-866-487-2365 U.S. Department of Justice Office of Special Counsel Employer Support of the Guard and Reserve • 1-800-336-4590



## Equal Employment Opportunity is THE LAW

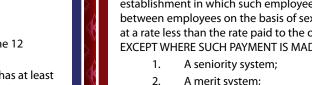
Private Employers, State and Local Governments, Educational Institutions, **Employment Agencies and Labor Organizations** 

Applicants to and employees of most private employers, state and local governments, educational institutions, employment agencies and labor organizations are protected under Federal law from discrimination on the following bases:

### RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN

Title VII of the Civil Rights Act of 1964, as amended, protects applicants and employees from discrimination in hiring, promotion, discharge, pay, nge benefits, job training, classification, referral, and other aspects of

Title II of the Genetic Information Nondiscrimination Act of 2008 protects applicants and employees from discrimination based on genetic information in hiring, promotion, discharge, pay, fringe benefits, job training, classification referral, and other aspects of employment. GINA also restricts employers' acquisition of genetic information and strictly limits disclosure of genetic information. Genetic information includes information about genetic tests of applicants, employees, or their family members; the manifestation of diseases or disorders in family members (family medical history); and requests for or receipt of genetic services by applicants, employees, or their family members.



3.

GA

#### 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 take up to 12 weeks of unpaid, job-protected leave in a •

It is hereby declared to be the policy of the State of

## **PROHIBITION OF DISCRIMINATION**

persons ENFORCEMENT court actions.

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 THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS POSTER WHERE EMPLOYEES AND JOB APPLICANTS CAN

nonth period for the following reasons: The birth of a child or placement of a child for adoption or foster care;

LEAVE ENTITLEMENTS

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

Eligible employees who work for a covered employer can

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 schedule

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 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



(This notice must be posted in a conspicuous place readily accessible to the employee at all times.)

## **PANEL OF PHYSICIANS OFFICIAL NOTICE**

This business operates under the Georgia Workers' Compensation Law. WORKERS MUST REPORT ALL ACCIDENTS IMMEDIATELY TO THE EMPLOYER BY ADVISING THE EMPLOYER PERSONALLY, AN AGENT, REPRESENTATIVE, BOSS, SUPERVISOR, OR FOREMAN.

If a worker is injured at work, the employer shall pay medical and rehabilitation expenses within the limits of the law. In some cases the employer will also pay a part of the worker's lost wages.

Work injuries and occupational diseases should be reported in writing whenever possible. The worker may lose the right to receive compensation if an accident is not reported within 30 days (see O.C.G.A. § 34-9-80).

The employer will supply free of charge, upon request, a form for reporting accidents and will also furnish, free of charge, information about workers' compensation. The employer will also furnish to the employee, upon request, copies of board forms on file with the employer pertaining to an employee's claim.

A worker injured on the job must select a doctor from the list below. The minimum panel shall consist of at least six physicians, including an orthopedic surgeon with no more than two physicians from industrial clinics (see O.C.G.A. § 34-9-201). Further, this panel shall include one minority physician, whenever feasible (see Rule 201 for definition of minority physician). The Board may grant exceptions to the required size of the panel where it is demonstrated that more than four physicians are not reasonably accessible. One change to another doctor from the list may be made without permission. Further changes require the permission of the employer or the State Board of Workers' Compensation.

50 employees within 75 miles of 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 gualifies 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 member 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 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 if so, how much leave will be designated as FMLA leave.

#### ENFORCEMENT

For additional information or to file a complaint:

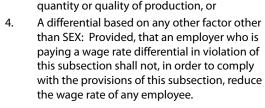
1-866-4-USWAGE

(1-866-487-9243) TTY: 1-877-889-5627

www.dol.gov/whd

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.

REV. 04/2016



A system which measures earnings by

**BY LAW** Georgia Department of Labor Mark Butler, Commissioner An Equal Opportunity Employer/Program DOL-4107

REV. 02/2011



Your job with this employer is covered by the Employment Security Law. You may be able to establish a claim for Unemployment Insurance if you become TOTALLY or PARTIALLY unemployed through no fault of your own and comply with all requirements.

YOU MAY FILE A CLAIM FOR UNEMPLOYMENT INSURANCE BENEFITS VIA THE INTERNET AT IMPORTANT: dol.georgia.gov. YOU MAY ALSO FILE A CLAIM IN PERSON AT ANY GEORGIA DEPARTMENT OF LABOR (GDOL) CAREER CENTER LISTED BELOW.

> THE GEORGIA EMPLOYMENT SECURITY LAW STATES FOR EACH WEEK YOU CLAIM UNEMPLOYMENT BENEFITS YOU MUST:

- Be UNEMPLOYED, ABLE to work, AVAILABLE for work, ACTIVELY SEEKING WORK, and be willing to immediately accept suitable work.
- Register for employment services with the Georgia Department of Labor.
- Report weekly work search contacts, all earnings each week, and any job refusal.

Employers cannot deduct any money from employees' paychecks to pay unemployment insurance tax. The funding for unemployment insurance benefits comes from taxes paid by employers.

	OFFICES WHERE UNE	MPLOYMENT INSURANCE	CLAIMS MAY BE FILED	
ATLANTA	CARROLLTON	DUBLIN	LAFAYETTE	THOMSON
ALBANY	CARTERSVILLE	EASTMAN	LAGRANGE	TIFTON
AMERICUS	CLAYTON COUNTY	GAINESVILLE	MACON	TOCCOA
ATHENS	COBB/CHEROKEE	GRIFFIN	MILLEDGEVILLE	VALDOSTA
AUGUSTA	COLUMBUS	GWINNETT COUNTY	MOULTRIE	VIDALIA
BAINBRIDGE	COVINGTON	HABERSHAM AREA	ROME	WAYCROSS
BLUE RIDGE	DALTON	HINESVILLE	SAVANNAH	
BRUNSWICK	DEKALB	HOUSTON COUNTY	STATESBORO	
CAIRO	DOUGLAS	KINGS BAY	THOMASVILLE	

#### **GEORGIA DEPARTMENT OF LABOR**

Equal Opportunity Employer/Program Auxiliary Aids & Services Are Available Upon Request To Individuals With Disabilities

DOL-810

REV. 06/2018

DOL-154

VACATION **UNEMPLOYMENT INSURANCE IS** 

**NOT PAYABLE** 

#### WHEN YOU ARE ON

GA

GA

- LEAVE OF ABSENCE at your own request
- PAID VACATION

UNPAID VACATION, up to two weeks in a calendar year if provided by **EMPLOYMENT CONTRACT, or by ESTABLISHED EMPLOYER CUSTOM, PRACTICE OR POLICY** 

PARAGRAPH (a)(3) OF OCGA SECTION 34-8-195

**GEORGIA DEPARTMENT OF LABOR** 

REV. 02/2012

until he/she remarries or openly cohabits with a

insurance carrier/employer must pay a penalty,

**Employee's Responsibilities** 

other reasonable policies and procedures of the

You must report any accident immediately, but

not later than 30 days after the accident, to your

employer, your employer's representative, your

An employee has a continuing obligation to

cooperate with medical providers in the course

of their treatment for work related injuries. You

must accept reasonable medical treatment and

rehabilitation services when ordered by the State

Board of Workers' Compensation or the Board may

No compensation shall be allowed for an injury or

death due to the employee's willful misconduct.

You must notify the insurance carrier/employer of

your address when you move to a new location.

when you are able to return to full-time or part-

time work and report the amount of your weekly

earnings because you may be entitled to some

income benefits even though you have returned

A dependent spouse of a deceased employee shall

notify the insurance carrier/employer upon change

authorized treating physician even if the pay is

If you believe you are due benefits and your

lower than the job you had when you were injured.

If you do not attempt the job, your benefits may be

insurance carrier/employer denies these benefits,

you must file a claim within one year after the date

of last authorized medical treatment or within two

years of your last payment of weekly benefits or

Compensation within one year after your death or

Any request for reimbursement to you for mileage

or other expenses related to medical care must be

If an employee unjustifiably refuses to submit to a

caused by alcohol or drugs. If the presumption

You shall be guilty of a misdemeanor and upon

is not overcome by other evidence, any claim for

workers' compensation benefits would be denied.

conviction shall be punished by a fine of not more

than \$10,000.00 or imprisonment, up to 12 months, or both, for making false or misleading statements

drug test following an on-the-job injury, there shall

be a presumption that the accident and injury were

submitted to the insurance carrier/employer within one year of the date the expense was incurred.

you will lose your right to these benefits.

If your dependent(s) do not receive allowable

benefit payments, the dependent(s) must

file a claim with the State Board of Workers'

lose the right to these benefits.

You must attempt a job approved by the

You should notify the insurance carrier/employer

may result in the loss of the benefits.

suspend your benefits.

of address or remarriage.

to work.

suspended.

10.

foreman or immediate supervisor. Failure to do so

You should follow written rules of safety and

If you do not receive benefits when due, the

which will be added to your payments.

person of the opposite sex.

employer.

2.

3.

Board of Workers' Compensation

WC-BILL OF RIGHTS **GEORGIA STATE BOARD OF WORKERS' COMPENSATION** 

#### **BILL OF RIGHTS FOR THE INJURED WORKER**

As required by law, O.C.G.A. §34-9-81.1, this is a summary of your rights and responsibilities. The Workers' Compensation Law provides you, as a worker in the State of Georgia, with certain rights and responsibilities should you be injured on

employment, on the basis of race, color, religion, sex (including pregnancy), or national origin. Religious discrimination includes failing to reasonably accommodate an employee's religious practices where the accommodation does not impose undue hardship.

#### DISABILITY

Title I and Title V of the Americans with Disabilities Act of 1990, as amended protect 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 qualified individual with a disability who is an applicant or employee, barring undue hardship.

#### AGE

The Age Discrimination in Employment Act of 1967, as amended, protects applicants and employees 40 years of age or older from discrimination based on age in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

#### SEX (WAGES)

In addition to sex discrimination prohibited by Title VII of the Civil Rights Act, as amended, the Equal Pay Act of 1963, as amended, prohibits sex discrimination in the payment of wages to women and men performing substantially equal work, in jobs that require equal skill, effort, and responsibility, under similar working conditions, in the same establishment.

#### RETALIATION

GENETICS

All of these Federal laws prohibit covered entities from retaliating against a person who files a charge of discrimination, participates in a discrimination proceeding, or otherwise opposes an unlawful employment practice.

#### WHAT TO DO IF YOU BELIEVE DISCRIMINATION HAS **OCCURRED**

There are strict time limits for filing charges of employment discrimination. To preserve the ability of EEOC to act on your behalf and to protect your right to file a private lawsuit, should you ultimately need to, you should contact EEOC promptly when discrimination is suspected:

The U.S. Equal Employment Opportunity Commission (EEOC), 1-800-669-4000 (toll-free) or 1-800-669-6820 (toll-free TTY number for individuals with hearing impairments). EEOC field office information is available at www.eeoc.gov or in most telephone directories in the U.S. Government or Federal Government section. Additional information about EEOC, including information about charge filing, is available at www.eeoc.gov.

#### **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 qualified 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 at all levels of employment, including the executive level.

DISABLED, RECENTLY SEPARATED, OTHER PROTECTED, AND **ARMED FORCES SERVICE MEDAL VETERANS** 

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended,

38 U.S.C. 4212, prohibits job discrimination and requires affirmative action to

employ and advance in employment disabled veterans, recently separated veterans (within three years of discharge or release from active duty), other protected veterans (veterans who served during a war or in a campaign or expedition for which a campaign badge has been authorized), and Armed Forces service medal veterans (veterans who, while on active duty, participated in a U.S. military operation for which an Armed Forces service medal was awarded).

#### RETALIATION

Retaliation is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination under these Federal laws.

Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations 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 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.

EEOC 9/02 and OFCCP 8/08 Versions Useable With 11/09 Supplement EEOC-P/E-1

## **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 assistance.

REV. 11/2009

## **Job Safety and Health IT'S THE LAW!**

NOTICE

	mpany providing coverage for this business under the Workers' Compensation Law is:
INSURER NAME	
ADDRESS	
PHONE	
	PHYSICIANS' NAMES
NAME/ADDRESS/PHONE	(Additional doctors may be added on a separate sheet)
IF YOU HAVE QUESTION	IS PLEASE CONTACT THE STATE BOARD OF WORKERS' COMPENSATION AT 404-656-3818 OR 1-800-533-0682 OR VISIT https://sbwc.georgia.gov
Willfully making a false st	atement for the purpose of obtaining or denying benefits is a crime subject to penalties of up to \$10,000.00 per violation (O.C.G.A. § 34-9-18 and § 34-9-19).
WC-P1	DEV 07/2022
GA	<u>, ak </u>
	State Board of Workers' Compensation
	ist be posted in a conspicuous place readily accessible to the employee at all times.)
MANAG	ED CARE ORGANIZATION PROCEDURES
	OFFICIAL NOTICE
	his business operates under the Georgia Workers' Compensation Law. <b>DRKERS MUST REPORT ALL ACCIDENTS IMMEDIATELY</b>
TO TH	E EMPLOYER BY ADVISING THE EMPLOYER PERSONALLY, ENT, REPRESENTATIVE, BOSS, SUPERVISOR, OR FOREMAN.
	ork, the employer shall pay medical and rehabilitation expenses within the limits of the law. In ome cases the employer will also pay a part of the worker's lost wages.
	pational diseases should be reported in writing whenever possible. The worker may lose the compensation if an accident is not reported within 30 days (see O.C.G.A. § 34-9-80).
The employer will sup charge, information at	ply free of charge, upon request, a form for reporting accidents and will also furnish, free of bout workers' compensation. The employer will also furnish to the employee, upon request, of board forms on file with the employer pertaining to an employee's claim.
•	mpany providing coverage for this business under the Workers' Compensation Law is:
	Insurer Name
	address phone
MCO) listed below The effective date i	enrolled with the certified Workers' Compensation Managed Care Organization (WC/ to provide all the necessary medical treatment for workers' compensation injuries. s shown below. If you had an injury prior to the effective date listed below you may t reatment from your current non-participating authorized physician until you elect to of the WC/MCO.
the WC/MCO and p will be given a wall	be furnished with a publication which explains in detail how to access the services of provides a complete list of the medical providers available. In addition, each employee et-sized card which contains information on the services of the WC/MCO including a none number with recorded messages of information on how to utilize these services.
NAME OF WC/MCO	
MAILING ADDRESS	
GEOGRAPHICAL SERVICE	AREA
NAME OF CONTACT PERS	ON
PHONE NUMBER OF CON	TACT PERSON
	ERSON
	NE NUMBER
	ACO
LITECTIVE DATE OF WC/N	ico

the job. The Workers' Compensation Law provides you coverage for a work-related injury even if an injury occurs on the first day on the job. In addition to rights, you also have certain responsibilities. Your rights and responsibilities are described below.

Employee's Rights	
If you are injured on the job, you may receive	
medical rehabilitation and income benefits. These	
benefits are provided to help you return to work.	
Your dependents may also receive benefits if you	
die as a result of a job-related injury.	

#### Your employer is required to post a list of at least six doctors or the name of the certified WC/MCO that provides medical care, unless the Board has granted an exception. You may choose a doctor from the list and make one change to another doctor on the list without the permission of your employer. However, in an emergency, you may get temporary medical care from any doctor until the emergency is over, then you must get treatment from a doctor on the posted list. Your authorized doctor bills, hospital bills, rehabilitation in some cases, physical therapy,

prescriptions, and necessary travel expenses will be paid if injury was caused by an accident on the job. All injuries occurring on or before June 30, 2013 shall be entitled to lifetime medical benefits If your accident occurred on or after July 1, 2013 medical treatment shall be limited to a maximum of 400 weeks from the accident date. If your injury is catastrophic in nature you may be entitled to

- lifetime medical benefits You are entitled to weekly income benefits if you have more than seven days of lost time due to an injury. Your first check should be mailed to you within 21 days after the first day you missed work. If you are out more than 21 consecutive days due to your injury, you will be paid for the first week.
- Accidents are classified as being either catastrophic or non-catastrophic. Catastrophic injuries are those involving amputations, severe paralysis, severe head injuries, severe burns, blindness, or of a nature and severity that prevents the employee from being able to perform his or her prior work and any work available in substantial numbers within the national economy. In catastrophic cases, you are entitled to receive two-thirds of your average weekly wage but not more than \$725 per
- week for a job-related injury for as long as you are unable to return to work. You also are entitled to receive medical and vocational rehabilitation benefits to help in recovering from your injury. If you need help in this area call the State Board of Workers' Compensation at (404) 656-0849. In all other cases (non-catastrophic), you are
- entitled to receive two-thirds of your average weekly wage but not more than \$725 per week for a job related injury. You will receive these weekly benefits as long as you are totally disabled, but no longer than 400 weeks. If you are not working and it is determined that you have been capable of performing work with restrictions for 52 consecutive weeks or 78 aggregate weeks, your
- weekly income benefits will be reduced to twothirds of your average weekly wage but no more than \$483 per week, not to exceed 350 weeks. When you are able to return to work, but can only get a lower paying job as a result of your injury, you
- are entitled to a weekly benefit of not more than \$483 per week for no longer than 350 weeks. Your dependent(s), in the event you die as a result of an on-the-job accident, will receive burial expenses up to \$7,500 and two-thirds of your
  - when claiming benefits. Also, any false statements or false evidence given under oath during the course of any administrative or appellate division average weekly wage, but not more than \$725 per hearing is perjury. week. A widowed spouse with no children will be paid a maximum of \$290,000. Benefits continue

The State Board of Workers' Compensation will provide you with information regarding how to file a claim and will answer any other questions regarding your rights under the law. If you are calling in the Atlanta area the telephone number is (404) 656-3818, outside the metro Atlanta area call 1-800-533-0682, or write the State Board of Workers' Compensation at: 270 Peachtree Street, N.W., Atlanta, Georgia 30303-1299 or visit our website: https://www.sbwc.georgia.gov. A lawyer is not needed to file a claim with the Board; however, if you think you need a lawyer and do not have your own personal lawyer, you may contact the Lawyer Referral Service at (404) 521-0777 or



### All workers have the right to:

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

This poster is available free from OSHA.

## Contact OSHA. We can help.

## **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 workplace.
- Post OSHA citations at or near the place of the alleged violations.

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



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

