from retaliating against a person who files a charge of

otherwise opposes an unlawful employment practice.

WHAT TO DO IF YOU BELIEVE DISCRIMINATION

There are strict time limits for filing charges of employmen

behalf and to protect your right to file a private lawsuit,

should you ultimately need to, you should contact 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

Federal Government section. Additional information about

EEOC, including information about charge filing, is available

Employers Holding Federal Contracts or

Subcontracts

nment contract or subcontract are protected under

Applicants to and employees of companies with a Federa

Federal law from discrimination on the following bases:

discrimination on the basis of race, color, religion, sex or

national origin, and requires affirmative action to ensure

Section 503 of the Rehabilitation Act of 1973, as amended

protects qualified individuals from discrimination on the

aspects of employment. Disability discrimination includes

benefits, job training, classification, referral, and other

not making reasonable accommodation to the known

physical or mental limitations of an otherwise qualified

individual with a disability who is an applicant or employed

Federal contractors take affirmative action to employ and

EMPLOYEE POLYGRAPH PROTECTION ACT

The Act permits polygraph (a kind of lie detector) tests to

be administered in the private sector, subject to restrictions

national security-related activities

basis of disability in hiring, promotion, discharge, pay, fringe

equality of opportunity in all aspects of employment.

INDIVIDUALS WITH DISABILITIES

Executive Order 11246, as amended, prohibits job

RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN

or in most telephone directories in the U.S. Government o

promptly when discrimination is suspected:

The U.S. Equal Employment Opportunity Commi

discrimination. To preserve the ability of EEOC to act on your

discrimination, participates in a discrimination proceeding,

FED

TIP CREDIT

MD

MD

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 poste where employees can readily see it. **OVERTIME PAY**

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

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.

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

Employers of "tipped employees" who meet certain conditions may claim a partial wage credit based on tips received by

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.

The Department has authority to recover back wages and an equal amount in liquidated damages in instances of minimum wage, overtime, and other violations. The Department may litigate and/or recommend criminal prosecution. Employers may be assessed civil money penalties for each willful or repeated violation of the minimum wage or overtime pay provisions of the law. Civil money penalties may also be assessed for violations of the FLSA's child labor provisions. Heightened civil money penalties may be assessed for each child labor violation that results in the death or serious injury of any minor employee, and such assessments may be doubled when the violations are determined to be willful or repeated. The law also prohibits retaliating against or discharging 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. 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

under the FLSA. It is important to know the difference between the two because employees (unless exempt) are entitled to the FLSA's minimum wage and overtime pay protections and correctly classified independent contractors are not. Certain full-time students, student learners, apprentices, and workers with disabilities may be paid less than the minimum wage under special certificates issued by the Department of Labor.

Some employers incorrectly classify workers as "independent contractors" when they are actually employees

WAGE AND HOUR 1-866-487-9243 TTY: 1-877-889-5627 UNITED STATES www.dol.gov/whd

Department of Labor, Division of Labor and Industry

Minimum Wage and Overtime Law (Labor and Employment Article, Title 3, Subtitle 4, Annotated Code of Maryland) Minimum Wage Rates Most employees must be paid the Maryland State

Minimum Wage Rate. \$12.50 **Tipped Employees** (earning more than \$30 per month Effective 1/1/2022 in tips) must earn the State Minimum Wage Rate per hour. Employers must pay at least \$3.63 per hour. This \$13.25 amount plus tips must equal at least the State Minimum Scheduled 1/1/23 Wage Rate. Subject to the adoption of related regulations, \$14.00 restaurant employers who utilize a tip credit are required to provide employees with a written or electronic wage statement for each pay period showing the employee's **Employers with 14 or fewer** effective hourly rate of pay including employer paid

> workweek of the pay period. Additional information and updates will be posted on the Maryland Department of Employees under 18 years of age must earn at least 85% of the State Minimum Wage Rate.

cash wages plus tips for tip credit hours worked for each

Most employees must be paid 1.5 times their usual hourly rate for all work over 40 hrs. per week. Exceptions: Bowling establishments, and institutions providing on-premise care (other than hospitals) to the sick

the aged, or individuals with disabilities for all

work over 48 hrs. per week

Minimum Wage and Overtime Exemptions Immediate family member of the employe Certain agricultural employees

DEPARTMEN'

UNITED STATES

OF AMERICA

OF LABOR

Volunteers for educational, charitable, religious, and non-profit organizations Employees under 16 working less than 20 hours per week Outside salespersons Commissioned employees

Executives, administrative, and professional

Employees enrolled as a trainee as part of a public school special education program Non-administrative employees of organized camps Certain establishments selling food and drink for consumption on the premises grossing less than \$400,000 annually Drive-in theaters Establishments engaged in the first canning,

packing or freezing of fruits, vegetables, poultry, or seafood Overtime Only Exemptions must earn the State Minimum Wage Rate): Taxicab drivers

Certain employees selling/servicing automobiles farm equipment, trailers, or trucks Non-profit concert promoter, theater, music festival, music pavilion, or theatrical show Employers subject to certain railroad requirements of the U.S. Dept. of Transportation, the Federal Motor Carrier Act, and the Interstate Commerce

REV. 07/2016

establishments that meet certain criteria FOR MORE INFORMATION OR TO FILE A MARYLAND DEPARTMENT OF LABOR Division of Labor and Industry—Employment Standard

Seasonal amusement and recreational

10946 GOLDEN WEST DRIVE, SUITE 160 HUNT VALLEY, MD 21031 TELEPHONE NUMBER: (410) 767-2357 FAX NUMBER (410) 333-7303 E-ман: dldliemploymentstandards-dllr@maryland.gov **EMPLOYERS ARE REQUIRED BY LAW TO POST THIS**

PAY RECORDS MUST BE KEPT FOR 3 YEARS ON OR

ABOUT THE PLACE OF WORK

REV. 10/2021

Department of Labor, Division of Labor and Industry Minor Fact Sheet

(Labor and Employment Article, Section 3-206, Annotated Code of Maryland) NOTE TO EMPLOYERS A minor under the age of 14 is not permitt to work and may not be employed. Minors 14 through 17 years of age may onl work with a work permit.

The work permit must be in the employer

possession before the minor is permitted

Employers must keep the work permit on

ctivities not considered employment if performed outsid

of the prescribed school day and the activity does not

Farm work performed on a farm.

olve mining, manufacturing or hazardous occupati

Domestic work performed in or about a home.

Work performed by non-paid volunteers, in a

with the written consent of a parent or one

standing in the place of a parent.

Caddying on a golf course.

Maryland Youth Camp Act.

charitable or non-profit organization, employed

Employment as an instructor on an instructional

Manufacturing of evergreen wreaths in or about

Work performed as a counselor, assistant couns

or instructor in a youth camp certified under the

Hazardous work performed by non-paid volunte

volunteer rescue squad who have completed or are

taking a course of study relating to firefighting or

of a volunteer fire department or company or

rescue and who are 16 years of age or older.

Delivery of newspapers to the consumer

Work performed in a business owned or operate

by a parent or one standing in the place of a parer

file for three years.

Non-Employment Activities

he activities include

pplications for work permits are accepted nline at: www.dllr.state.md.us/childworkpermi equired information online and print TO RE VALID: The Minor, the Minor's sian the permit

APPLYING FOR A WORK PERMIT

\$12.20

\$12.80

Scheduled 1/1/23

\$13.40

Scheduled 1/1/24

Montgomery Co.

Employers in this county are required to post the

applicable rate information

nimum wage rates are in effect

May not be employed or permitted to work more than ive hours continuously without a non-working period of at least 1/2 hour Minors 14 – 15: *3 hours on any day when school is in session; 8 hours on any day when school is not in session

*18 hours in a school week 40 hours in any week when school is not in *May only work between the hours of 7:00am *May work until 9:00pm from June 1 until The hours worked by a minor enrolled in a bonfide work- study or student-learner program when school is normally in session may not be

counted towards the permissible hours of work his is based upon a more restrictive Federal law. Minors 16 – 17: May spend no more than 12 hours in a combination o school hours and work hours each day. Must be allowed at least eight consecutive hours o

xceptions to hours and occupations may be granted by the Commissioner of Labor and Industry. missioner giving specific details

pplications for exceptions should be addressed to th Special permits may be issued to minors of any age to be employed as a model, performer, or nly from the Baltimore office of the Division of

(a) In this subtitle the following words have the

(i) a person engaged in a business, industry,

(iv) a municipal government in the State.

) "Gender identity" has the meaning stated in §

(2) "Wage" includes board, lodging, or other

advantage provided to an employee for the

This subtitle applies to an employer of both men and

In addition to any powers set forth elsewhere, the

unlawful under this subtitle: and

employee under this subtitle.

offered by the employer; or

nployees in any occupation by:

(1) use informal methods of conference, conciliation

and persuasion to eliminate pay practices that are

(a) In this section, "providing less favorable employment

(1) assigning or directing the employee into a less

favorable career track, if career tracks are offered,

(2) failing to provide information about promotions

employment opportunities that would otherwise be

available to the employee but for the employee's sex

(b)(1) An employer may not discriminate between

(i) paying a wage to employees of one sex or

gender identity at a rate less than the rate paid to

employees work in the same establishment and

perform work of comparable character or work on

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

subsection, an employee shall be deemed to work

workplaces located in the same county of the State.

(1) a seniority system that does not discriminate on

discriminate on the basis of sex or gender identity;

(3) jobs that require different abilities or skills;

(4) jobs that require the regular performance of

(5) work that is performed on different shifts or at

(6) a system that measures performance based on a

identity, including education, training, or experience

(i) is not based on or derived from a gender-based

(ii) is job related with respect to the position and

consistent with a business necessity; and

(d) This section does not preclude an employee fron

demonstrating that an employer's reliance on an

exception listed in subsection (c) of this section is a

pretext for discrimination on the basis of sex or gende

(e) An employer who is paying a wage in violation of

this subtitle may not reduce another wage to comply

(i) inquiring about, discussing, or disclosing the

wages of the employee or another employee; or

(ii) requesting that the employer provide a reason

(2) require an employee to sign a waiver or any other

right to disclose or discuss the employee's wages; or

document that purports to deny the employee the

Phone Number To File A Claim

1-877-293-4125 (toll free)

1-877-293-4125 (toll free)

1-877-293-4125 (toll free)

1-877-293-4125 (toll free)

for why the employee's wages are a condition of

(iii) accounts for the entire differential.

(7) a bona fide factor other than sex or gender

at the same establishment as another employee

if the employees work for the same employer at

(c) Except as provided in subsection (d) of this section,

subsection (b) of this section does not prohibit a

(2) a merit increase system that does not

quality or quantity or production; or

variation in a wage that is based on:

the basis of sex or gender identity;

different duties or services

different times of day;

in which the factor:

with this subtitle

(a) An employer may not:

(1) prohibit an employee from:

§3-304.1.

differential in compensation;

(ii) providing less favorable employment

(2) For purposes of paragraph (1)(i) of this

opportunities based on sex or gender identity.

employees of another sex or gender identity if both

or advancement in the full range of career tracks

(3) limiting or depriving an employee of

(2) supervise the payment of a wage owing to a

20—101 of the State Government Article

convenience of the employer

women in a lawful enterprise.

profession, trade, or other enterprise in the State;

(2) "Employer" includes a person who acts directly or

indirectly in the interest of another employer with

(d)(1) "Wage" means all compensation for employment

MD

meanings indicated.

(b)(1) "Employer" means

(ii) the State and its units;

(iii) a county and its units; and

tertainer. The applications and permits are available abor and Industry (address below) or online at: ww.labor.maryland.gov/labor/wages/empm.shtml of Labor, Wage and Hour Division (410) 962-6211

estrictions under the child labor provisions of the Federa ir Labor Standards Act may be greater than State standard prevails. Information on Federal Standards is vailable from the Baltimore office of the U.S. Departme

Agricultural workers for all work over **60 hrs.** per 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. Department of Labor dictates that the employee is entitled to the higher minimum wage rate THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY.

MARYLAND DEPARTMENT OF LABOR DIVISION OF INDUSTRY - EMPLOYMENT STANDARDS SERVICE 10946 GOLDEN WEST DRIVE, SUITE 160 • HUNT VALLEY, MD 21031 Telephone Number: (410) 767-2357 • Fax Number: (410) 333-7303

OCCUPATIONS FORBIDDEN TO ALL MINORS: Certain occupations are declared to be hazardous by the U.S. Secretary of Labor and have been adopted by reference by the Commissioner of Labor and Industry for the State of Maryland. All minors are Occupations in or about plants or establishments Occupations in connection with mining, other manufacturing or storing explosives or articles Occupations involving slaughtering, meat-packin

Occupations of motor-vehicle driver and outside Coal-mine occupation Logging occupations and occupations in the operation of any sawmill, lathe mill, shingle mill, or cooperage-stock mill. Occupations involved in the operation of power-driven woodworking machines. Occupations involving exposure to radioactive substances and to ionizing radiations Occupations involved in the operation of elevate and other power-driven hoisting apparatus. Occupations involved in the operation of power-driven metal forming, punching, and shearing machines.

Occupations involved in the operation of circular saws, band saws, and quillotine shears. Occupations involved in wrecking, demolition, an shipbreaking operations. Occupations involved in roofing operations Occupations involved in excavation operations. The manufacturing of dangerous or toxic chemicals

or processing, or rendering.

tile, and kindred products.

power-driven bakery machine

Occupations involved in the operation of certain

Occupations involved in the operation of certain

Occupations involved in the manufacture of brick

power-driven paper products machines.

pleasure boats are sold or served. Pilots, firemen, or engineers on any vessel or boa engaged in commerce Railroads. Erection and repair of electrical wires. Any distillery where alcoholic beverages are manufactured, bottled, wrapped or packed.

in payment of goods or services delivered by the minor areas where goods are manufactured or processed. scaffolding lumberyard

construction dyes hoisting apparatus brickyard

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

Docks or wharves, other than marinas where Cleaning, oiling or wiping of machinery. Any occupation forbidden by any local, state or federal law. Any occupation which after investigation by the Commissioner is deemed injurious to the health and welfare of the minor.

A minor may not be employed to transfer monetary funds in any amount between 8 p.m. and 8 a.m. or in any amount ovei \$100.00 between 8 a.m. and 8 p.m. unless that minor is the child of the owner or operator or the funds have been received AREAS OF EMPLOYMENT RESTRICTED FOR MINORS 14 AND 15 YEARS OF AGE

(1) Manufacturing, mechanical or processing occupations including occupations in workrooms, workplaces or storage (2) Operation, cleaning or adjusting of any power-driven machinery other than office machines (3) Occupations in, about, or in connection with (except office or sales work not performed on site): boats engaged in navigation o

any occupation deemed injurious by the Commis public messaging certain poultry service certain baking and dust or gases in injurious quantities

after investigation. transportation of persons or property

REV. 02/2022

or return to work could prevent you from receiving benefits and may subject you

Employer/Empleador

Business Address/Dirección City/State/Zip (ii) brings an action under this subtitle or a

Federal Employer ID (FEIN) indentificación Federal Del Empleador

MD

You and other members of your family may be eligible

under Maryland law to continue to be covered by your

You quit your job or you were terminated from

your employment for a reason other than for

You are covered by your employer under a group

hospital-medical policy or a health maintenance

organization (HMO) for at least three (3) months

prior to being separated from your employment;

You do not have other similar insurance

give your employer written notice no later than forty-

five (45) days after your last day of work.

If you wish to continue your health insurance, you MUST

Under Maryland law, a tipped employee is an employee

who customarily and regularly received more than \$30

Maryland law prohibits an employer from requiring a

tipped employee to reimburse an employer or pay an

employer for the amount of a customer's charge for

food or beverage if the customer leaves the employe

place of business without paying for the charges. In

addition, unless otherwise provided by law, an employe

s prohibited from making a deduction to an employ

or beverage if the customer leaves the employer's

payment or there has been an improper deduction

MD

Age Ethnicity

in employment regardless of:

Ancestry or National

wages to cover the cost of a customer's charge for food

place of business without paying the charge for food or

If you think you have been required to make an improper

from your wages related to a customer's charges if the

customer leaves the place of business without paying

How Does The Law Protect Me?

State Government Article, §20-602 of the Annotated Code

of Maryland provides every Marylander equal protection

What Am I Protected From?

You are protected from unlawful discrimination from the

interviewing, hiring, upgrading/promoting, setting

work conditions, and discharging an employee.

Labor organizations cannot deny membership to

qualified persons or discriminate in apprenticeship

mployment agencies cannot discriminate in iob

questions, or circulate information that unlawfully

referrals, ask discriminatory pre-employment

Newspapers and other media cannot publish job

Know Your Rights!

If you are pregnant, you have a legal right to a

"all possible means of providing the reasonable

accommodation." State Government Article, §20-609(d.

The law lists an assortment of options for both you and

your employer to consider in order to comply with a

ollowing employment-related practices:

Employers cannot discriminate in recruiting

Physical or Mental

Marital Status

Sexual Orientation

Genetic Information

Gender Identity

Telephone Number/Número Telefónico ——— Insurance Company Name Insurance Company Telephone lelefónico de la Compañía de Seguro MD WCC Form C-24 05/2017

of this subtitle. (c) The Commissioner may bring an action for injunctive relief and damages against a person who violates subsection (a)(1), (4) or subsection (b)(1), (3), or (4) of

(a) On request of an employer, the Commissioner shall provide without charge a copy of this subtitle to the each place of employment a copy of this subtitle (c) The Commissioner, in consultation with the Maryland Commission on Civil Rights, shall develop educational materials and make training available to

§3-306.1. (a) Whenever the Commissioner determines that this subtitle has been violated, the Commissioner shall: (1) try to resolve any issue involved in the violation informally by mediation; or (2) ask the Attorney General to bring an action or

occurred for injunctive relief, damages, or other relief. (a)(1) If an employer knew or reasonably should have known that the employer's action violates § 3-304 of this subtitle, an affected employee may bring an action against the employer for injunctive relief and to recover the difference between the wages paid to employees of one sex or gender identity and the wages paid to

liquidated damages. (2) If an employer knew or reasonably should have of this subtitle, an affected employee may bring an amount as liquidated damages. (3) An employee may bring an action on behalf

trade secret information, or information that is otherwise subject to a legal privilege or protected (6) permit an employee to disclose wage information to a competitor of the employer.

of an employer, to disclose proprietary information,

pplicant for employment the wage range for the position for which the applicant applied. B)(1) An employer may not

(I) Retaliate against or refuse to interview, hire, or employ an applicant for employment because the 1. Did not provide wage history; or 2. Requested the wage range in accordance with this section for the position for which the applicant (II) Except a provided in paragraph (2) of this

1. Rely on the wage history of an applicant for

employment in screening or considering the

applicant for employment or in determining the

wages for the applicant; or 2. Seek the wage history for an applicant for

Department of Labor

(Labor and Employment Article Title 3, Subtitle 3) (3) take any adverse employment action against an (i) inquiring about the employee's wages or another (ii) disclosing the employee's own wages; (iii) discussing another employee's wages if those wages have been disclosed voluntarily; offered by the employe (iv) asking the employer to provide a reason for the employee's wages; oi (v) aiding or encouraging another employee's vage does not create an unlawful pay differential

mployee, establish reasonable workday limitations o the time, place, and manner for inquiries about or the with an employer voluntarily. discussion or disclosure of employee wages. (2) A limitation established under paragraph (1) of this subsection shall be consistent with standards Commissioner requires on: (i) wages of employees; adopted by the Commissioner and all other State and federal laws (3) Subject to subsection (d) of this section, limitations established under paragraph (1) of this subsection may include prohibiting an employee from discussing or disclosing the wages of another Commissioner requires

employee without that employee's prior permission. (c) Except as provided in subsection (d) of this section, he failure of an employee to adhere to a reasonable limitation included in a written policy under subsection (b) of this section shall be an affirmative defense to a claim made against an employer by the employee under this section if the adverse employment action the reasonable limitation and not for an inquiry, a discussion, or a disclosure of wages in accordance with (d)(1) A prohibition established in accordance with

exercise of rights under this section.

(b)(1) Subject to paragraph (2) of this subsection, an

employer may, in a written policy provided to each

or disclosure of the wages of another employee without that employee's prior permission may not apply to instances in which an employee who has access to the wage information of other employees as a part of the employee's essential job functions if the discussion or disclosure is in response to a complaint or charge or in furtherance of an investigation, a proceeding, a hearing, or an action under this subtitle, including an investigation conducted by the employer. (2) if an employee who has access to wage

information as part of the essential functions of

the employee's job discloses the employee's own wages or wage information about another employee obtained outside the performance of the essential functions of the employee's job, the employee shall be entitled to all the protections afforded under this (e) Nothing in this section shall be construed to: (1) require an employee to disclose the employee's

(2) diminish employees' rights to negotiate the terms and conditions of employment under federal, State, or local law; (3) limit the rights of an employee provided under any other provision of law or collective bargaining (4) create an obligation on any employer or employee to disclose wages; (5) permit an employee, without the written consent

§3-304.2. (A) On request, an employer shall provide to an

employment orally, in writing, or through an employee or an agent or from a current or former (2) After an employer makes an initial offer of nployment with an offer of compensation to an applicant for employment, an employer may: (I) Subject to paragraph (3) of this subsection,

rely on the wage history voluntarily provided by

Equal Pay for Equal Work

the applicant for employment to support a wage offer higher than the initial wage offered by the (II) Seek to confirm the wage history voluntarily provided by the applicant for employment to support a wage offer higher than the initial wage (3) An employer may rely on wage history under paragraph (2) of this subsection only if the higher

this subtitle. (C) This section may not be construed to prohibit an applicant for employment from sharing wage history (a)(1) Each employer shall keep each record that the

based on protected characteristics under §3-304 of

(ii) job classifications of employees; and (iii) other conditions of employment. (2) An employer shall keep the records required under this subsection for the period of time that the (b) On the basis of the records required under thi section, an employer shall make each report that the

subsection (b)(3) of this section against the discussion assist employers in adopting training, policies, and procedures that comply with the requirements of this

> behalf of the applicant or employee (b) The Attorney General may bring an action under this section in the county where the violation allegedly

mployees of another sex or gender identity who do the same type work and an additional equal amount as known that the employer's action violates § 3-304.1 action against the employer for injunctive relief and to recover actual damages and an additional equal

affected. (b) On the written request of an employee who is entitled to bring an action under this section, the (1) take an assignment of the claim in trust for the (2) ask the Attorney General to bring an action

(3) consolidate 2 or more claims against an (c) An action under this section shall be filed within 3 years after the employee receives from the employer the wages paid on the termination of employment under § 3-505(a) of this title. (d) The agreement of an employee to work for less than the wage to which the employee is entitled under this subtitle is not a defense to an action under this section (e) If a court determines that an employee is entitled to judgment in an action under this section, the court shall

(a) An employer may not (1) willfully violate any provision of this subtitle; (2) hinder, delay, or otherwise interfere with the Commissioner or an authorized representative of the Commissioner in the enforcement of this subtitle; (3) refuse entry to the Commissioner or an authorized representative of the Commissioner into

allow against the employer reasonable counsel fees

and other costs of the action, as well as prejudgment

a place of employment that the Commissioner is authorized under this subtitle to inspect; or (4) discharge or otherwise discriminate against ar employee or applicant for employment because the employee or applicant for employment: (i) makes a complaint to the employer, the Commissioner, or another person;

proceeding that relates to the subject of this subtitle or causes the action or proceeding to be brought; or (iii) has testified or will testify in an action under this subtitle or a proceeding that relates to the subject of 5) Violate §3-304.2 of this subtitle (b) An employee or an applicant for employment may

(1) make a groundless or malicious complaint to the Commissioner or an authorized representative of the (2) in bad faith, bring an action under this subtitle (3) in bad faith, bring a proceeding that relates to the subject of this subtitle; or (4) in bad faith, testify in an action under this subtitle or a proceeding that relates to the subject

(d)(1) Except as provided in paragraph (2) of this subsection, an employer who violates any provision misdemeanor and on conviction is subject to a fine not (2) (i) This paragraph does not apply to a violation (ii) If an employer is found to have violated this

subtitle two or more times within a 3-year period,

Title 10. Subtitle 2 of the State Government Article.

For additional information or to file a complaint, please

the Commissioner or a court may require the employer to pay a civil penalty equal to 10% of the amount of damages owed by the employer. (iii) Each civil penalty assessed under this paragraph shall be paid to the General Fund of the State to offset the cost of enforcing this subtitle. (E)(1) If the Commissioner determines that an employer has violated §3-304.2 of this subtitle, the (I) shall issue an order compelling compliance; and (II) may, in the Commissioner's discretion,

1. for a first violation, issue a letter to the employer compelling compliance; 2. for a second violation, assess a civil penalty of up to \$300 for each applicant for employment for whom the employer is not in compliance; or 3. for each subsequent violation, assess a civil penalty of up to \$600 for each applicant for employment for whom the employer is not in compliance if the violation occurred within 3 years after a previous determination that a violation had occurred. (2) In determining the amount of the penalty, if

sessed, the Commissioner shall consider (I) the gravity of the violation' (II) the size of the employer's business; (III) the employer's good faith; and (IV) the employer's history of violations under of the employee and other employees similarly this subtitle. (3) If the Commissioner assesses a penalty under paragraph (1)(II) of this subsection, the penalty shall be subject to the notice and hearing requirements of

FOR MORE INFORMATION CONTACT: in accordance with this section on behalf of the DEPARTMENT OF LABOR DIVISION OF LABOR AND INDUSTRY **EMPLOYMENT STANDARDS SERVICE** 10946 GOLDEN WEST DRIVE, SUITE 160 - HUNT VALLEY, MD 21031 PHONE: 410-767-2357

interest in accordance with the Maryland Rules.

FED **Equal Employment Opportunity is THE LAW** Private Employers, State and Local from active duty), other protected veterans (veterans who

history); and requests for or receipt of genetic services by applicants, employees, or their family members. RETALIATION All of these Federal laws prohibit covered entities

HAS OCCURRED

at www.eeoc.go

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

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, fringe benefits, job training, classification, referral, and other aspects of employment, or 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 employme 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 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

responsibility, under similar working conditions, in the same

of wages to women and men performing substantially

equal work, in jobs that require equal skill, effort, and

GENETICS 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,

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 Fra Veterans' Readiustment Assistance employees, or their family members; the manifestation o

Act of 1974, as amended, 38 U.S.C. 4212, prohibits job ination and requires affirmative action to employ and advance in employment disabled veterans, recently diseases or disorders in family members (family medical separated veterans (within three years of discharge or release **FED EMPLOYEE RIGHTS**

to certain prospective employees of security service firms **PROHIBITIONS** (armored car, alarm, and guard), and of pharmaceutical Employers are generally prohibited from requiring or manufacturers, distributors and dispensers. requesting any employee or job applicant to take a lie detector test, and from discharging, disciplining, or The Act also permits polygraph testing, subject to discriminating against an employee or prospective employ for refusing to take a test or for exercising other rights under

The Employee Polygraph Protection Act prohibits

course of employment.

UNITED STATES OF AMERICA

most private employers from using lie detector tests either for pre-employment screening or during the

DEPARTMENT OF LABOR

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



To obtain preventative medical care for the employee or the employee's family member: To care for a family member with a mental or physical illness, injury, or condition; For maternity or paternity leave; or The absence from work is necessary due to domestic violence, sexual assault, or stalking committed against the employee or the employee's family member and the leave is being used: (1) to obtain medical or mental health attention; (2) to obtain services from a victim

EARNED SICK AND SAFE LEAVE EMPLOYEE NOTICE

services organization; (3) for legal services or proceedings; or (4) because the employee has temporarily relocated as a result of the domestic violence, sexual assault, or stalking. A family member includes a spouse, child, parent, grandparent, grandchild, sibling, the legal guardian or ward of the employee or the employee's spouse, or an individual who acted as a parent or stood in loco parentis to the employee or the employee's spouse when the employee

WORKERS' COMPENSATION

LA COMPENSACIÓN DEL TRABAJADOR

FED

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

unable to perform the employee's job

servicemember with a serious injury or illness.

BENEFITS & PROTECTIONS

the employees were not on leave.

ELIGIBILITY REQUIREMENTS

for FMI A leave. The employee must:

DEPARTMENT OF LABOR

UNITED STATES OF

AMERICA

FED

REEMPLOYMENT RIGHTS

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

comply with the employer's normal paid leave policies

being involved in any proceeding under or related to the FMLA.

Have worked for the employer for at least 12 months;

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

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

kin may also take up to 26 weeks of FMLA leave in a single 12-month period to care for the

n 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

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 someon

FMLA leave. If an employee substitutes accrued paid leave for FMLA leave, the employee must

For qualifying exigencies related to the foreign deployment of a military member who

LEAVE ENTITLEMENTS

EMPLOYEE RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT

THE UNITED STATES DEPARTMENT OF LABOR WAGE AND HOUR DIVISION

Have at least 1,250 hours of service in the 12 months before taking leave:* and Eligible employees who work for a covered employer can take up to 12 weeks of unpaid, jobthe employee's worksite.

Work at a location where the employer has at least 50 employees within 75 miles of *Special "hours of service" requirements apply to airline flight crew employees **REQUESTING LEAVE** To care for the employee's spouse, child, or parent who has a qualifying serious health For the employee's own qualifying serious health condition that makes the employee

Generally, employees must give 30-days' advance notice of the need for FMLA leave. If it is not possible to give 30-days' notice, an employee must notify the employer as soon as possible and, generally, follow the employer's usual procedures. Employees do not have to share a medical diagnosis, but must provide enough information to the employer so it can determine if the leave qualifies for FMLA protection. Sufficient information could include informing an employer that the employee is or will be unable to perform his or her job functions, that a family 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

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 gualify under the FMLA, the employer must notify the employee if he or she is eligible for While employees are on FMLA leave, employers must continue health insurance coverage as if 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. Upon return from FMI A leave, most employees must be restored to the same job or one nearly 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 using or trying to use FMLA leave, opposing any practice made unlawful by the FMLA, or

loyees may file a complaint with the U.S. Department of Labor, Wage <mark>and H</mark>our 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

An employee who works for a covered employer must meet three criteria in order to be eligible For additional information or to file a complaint

> www.dol.gov/whd U.S. Department of Labor • Wage and Hour Division • WH1420

REV. 04/2016

your existing employer-based health plan coverage for you and your dependents for up

1-866-4-USWAGE

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

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

USERRA protects the job rights of individuals who voluntarily or involuntarily leave In addition, an employer may not retaliate against anyone assisting in the enforcement of employment positions to undertake military service or certain types of service USERRA rights, including testifying or making a statement in connection with a proceeding in the National Disaster Medical System. USERRA also prohibits employers from under USERRA, even if that person has no service connection. discriminating against past and present members of the uniformed services, and **HEALTH INSURANCE PROTECTION** applicants to the uniformed services. If you leave your job to perform military service, you have the right to elect to continue

You have the right to be reemployed in your civilian job if you leave that job to perform service to 24 months while in the military. Even if you don't elect to continue coverage during your military service, you have you ensure that your employer receives advance written or verbal notice of your 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 you have five years or less of cumulative service in the uniformed services while with exclusions) except for service-connected illnesses or injuries. that particular employe **ENFORCEMENT** you return to work or apply for reemployment in a timely manner after conclusion of The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate and resolve complaints of USERRA violations.

> ttp://www.dol.gov/vets. An interactive online USERRA Advisor can be viewed at n·//www.dol.gov/elaws/userra.htm If you file a complaint with VETS and VETS is unable to resolve it, you may request that your case be referred to the Department of Justice or the Office of Special Counsel, as applicable, for representation You may also bypass the VETS process and bring a civil action against an employer fo

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

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

in Maryland

¿Accidentes por lesión/daño corporal relacionados con

Si usted se encuentra incapacitado o inhabilitado para trabajar por más de tres días, el seguro de trabajadores que tienen las compañías pudiera cubrir las facturas médicas y otros gastos relacionados. También le comp ensarían 2/3 de sus ingresos (Hasta un monto máximo

<u>Si usted sufre una lesión en el trabajo, debe:</u> . Informarle a su empleador o supervisor de inmediato. No podría recibir todos sus beneficios a menos que su empleador fuere notificado que sufrió una lesión.

que usted se lesionó en su trabajo. . Llenar el formulario Employee's Claim Form C-1 (disponible consultando la página del Internet para el Workers' Compensation o solicitándo uno por

teléfono). Diligenciarlo para que las oficinas del Workers' Compensation lo reciban lo antes posible. Aviso: El suministrar información falsa u ocultar información sobre cualquier actividad relacionada

> Maryland Workers' Compensation Commission 10 East Baltimore Street, Baltimore, Maryland 21202-1641

(410) 864-5100 / Outside Baltimore (800) 492-0479 Webpage - http://www.wcc.state.md.us / TTY Users - 711 in Maryland or (800) 735-2258

This notice must be printed on 8.5 "X 14" gold or yellow paper, display complete employer information and be posted in a conspicuous location at each work site or location in accordance with COMAR 14.09.01.02 and 14.09.01.10.

The Maryland Occupational Safety and Health Act of 1973 provides job safety and health protection for workers through the promotion of safe and healthful working conditions throughout the State. Requirements of the Act include the following:

The Commissioner of Labor and Industry has the primary responsibility for administering the Act and issuing occupational safety and health

Employers: causing or are likely to cause death or serious harm to employees; and shall comply with occupational safety and health standards issued

standards. MOSH Safety and Health Inspectors conduct jobsite inspections to ensure compliance with the Act. **Inspection:**

concerning safety and health conditions in the workplace. Employees or their representatives have the right to file a complaint with the Commissioner requesting an inspection if they believe unsafe **Complaint:** or unhealthful conditions exist in their workplace. The Commissioner will withhold names of employees complaining on request.

The Act provides that employees may not be discharged or discriminated against in any way for filing safety and health complaints or otherwise exercising their rights under the Act. An employee who believes he or she has been discriminated against may file a complaint with the Commissioner and/or the Federal

The MOSH citation must be prominently displayed at or near the place of alleged violation for three days, or until it is corrected, whichever is later, to warn employees of dangers that may exist there.

Criminal penalties are also provided for in the Act. Any willful violation resulting in death of an employee, upon conviction, is punishable by a fine of not more that \$10,000 or by imprisonment for not more than six months, or by both. Conviction of an employer after a first

to develop and improve safety and health programs in all workplaces and industries. Such cooperative action would initially focus on the identification and elimination of hazards that could cause death, injury, or illness to employees and supervisors. There are many public and private organizations that can provide information and assistance in this effort, if requested.

While providing penalties for violation, the Act also encourages efforts by labor and management to reduce injuries and illnesses arising out

AND OTHER APPLICABLE REGULATIONS MAY BE OBTAINED FROM Mosh Training and Education

PHONE: 410-527-2091

TWO ways to verify poster compliance! **QR CODE** Scan with phone camera: Go to: JJKeller.com/LLPverify **ONLINE** Enter this code: 62824-012022

J. J. Keller & Associates, Inc. JJKeller.com/laborlaw 800-327-6868 65782F

Since 1953

MD TO EMPLOYEES YOUR EMPLOYER IS SUBJECT TO the Maryland Unemployment Insurance Law and pays taxes 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 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 **IF YOU ARE ELIGIBLE**, you may be entitled to unemployment insurance benefits for as many as 26 weeks. IF YOU ARE WORKING LESS THAN FULL TIME, you may be eligible for partial benefits. If your regular hours of work have been reduced, promptly file a claim as instructed above, to determine your benefit rights. IF YOU HAVE BEEN FILING FOR BENEFITS AND RETURN TO WORK, you must report your gross wages before deductions during the week you return to work regardless of whether or not you have been paid YOU ARE ENTITLED TO BENEFITS IF: You are unemployed through no fault of your ow You have sufficient earnings in your Base Period You have registered for work and filed a claim for benefits with a Maryland Department of Labor claim center

You are able to work, available for work, and actively seeking work. To ensure prompt handling of your claim, it is necessary to have your Social Security number available If you claim dependents under sixteen (16) years of age, you must know the Social Security number of each dependent when you file. If you do not know the Social Security numbers, you will be provided with instructions on how to provide a copy of the dependents' birth certificates or other forms of proof of

IF YOU ARE TOTALLY OR PARTIALLY UNEMPLOYED CALL:

Montgomery

Frederick

Dorchester

Oueen Anne's

Anne Arunde

Baltimore City

Caroline

Area Served

Prince Georges

St. Mary's

Washington

Somerset

Wicomico

Worcester

Carroll

Harford

SOLICITUD DE BENEFICIOS DEL DESEMPLEO PARA LA POBLACIÓN DE HABLE 301-313-8000

INSIDE THE STATE OF MARYLAND (DENTRO DEL ESTADO DE MARYLAND) Maryland Relay Dial 711 TTY: 1-800-735-2258 Speech to Speech: 1-800-785-5630 Maryland presione 711 d 1-800-877-1264 (U.S.)

TTY: 1-800-735-2258 1-800-785-5630 Para Relevos en Maryland presione 1-800-877-1264 (U.S.) TO FILE A CLAIM VIA THE INTERNET:

IMPORTANT NOTICE Unemployment insurance is intended for persons who are unemployed through no fault of their own and who are ready, willing and able to work. Persons who receive benefits through false statements or fail to report ALL earnings will be

REV. 02/2022

OUTSIDE THE STATE OF

MARYLAND

(FUERA DEL ESTADO D

reasonable accommodation if your pregnancy causes or contributes to a disability and the accommodation does not impose an undue hardship on your employer. State overnment Article, §20-609(b) What Does That Mean? If you have a disability that is contributed to or caused by pregnancy, you may request a reasonable

MD

request for reasonable accommodation. These include, Changing job duties Transfers to less Changing work hours strenuous or less Providing mechanical Providing leave or electrical aids Every situation is different. You must explore every available option with your employer to decide what iodation best suits your needs. Do I Need A Doctor's Note? It depends on what your employer requests. The law

Explanation as to the medical advisability of the Can I Still Get In Trouble? **Retaliation is prohibited under** *State Government* Article, §20-609(h) when exercising your rights. If an employee seeks to exercise her right to request a

Probable duration of the accommodation should

Any form of retaliation is grounds to file a Complaint of Discrimination with the Maryland Commission on Civil Rights (MCCR). What If I Am A Victim Of Discrimination? If you believe your rights under the law have been violated, you must file a complaint with MCCR within

REV. 02/2022

Retaliation is also prohibited under the law when you exercise your rights to seek relief and redress. If an employee decides to file an employment discrimination complaint, an employer may not: Interfere with; Restrain: exercise the right. Deny the exercise; or Any form of retaliation is grounds to file a Complaint of Discrimination with the Maryland Commission on Civi Rights (MCCR). What If I Am A Victim Of Discrimination?

If you believe your rights under the law have been

violated, you must file a complaint with MCCR 300 days

of the alleged act of discrimination. A trained Civil Right

Officer will work with you to discuss what happened and

What If My Employer Retaliates?

determine if there is reason to believe a discriminatory violation occurred. You can reach MCCR by phone, email fax, letter, or walk-in. All procedures by MCCR are fidential until your case is certified for public hearing or trial. STATE OF MARYLAND COMMISSION ON CIVIL RIGHTS 6 SAINT PAUL STREET, SUITE 900 BALTIMORE, MD 21202-1631

reasonable accommodation for a temporary disability due to pregnancy, an employer may not Deny the exercise: or

300 days of the alleged act of discrimination. A trained Civil Rights Officer will work with you to discuss what happened and determine if there is reason to believe a discriminatory violation occurred. You can reach MCCR by phone, email, fax, letter, or walk-in. All procedures by MCCR are confidential until your case is certified for public hearing or trial. STATE OF MARYLAND COMMISSION ON CIVIL RIGHTS 6 SAINT PAUL STREET, SUITE 900

3. Complete an Employee's Claim Form C-1 (available by phone or on the Commission's website) and Note: Withholding information or giving false information about any work-related activity

con su trabajo o relacionada con su regreso al trabajo, pudiera afectar los beneficios que recibiera o pudiera acarrearle multas, encarcelamiento o ambas.

Safety and health protection on the job

Each employer shall furnish to each of his or her employees employment and a place of employment free from recognized hazards that are

Each employee shall comply with all occupational safety and health standards, rules, regulations and orders issued under the Act that apply **Employees:** to his or her own actions and conduct on the job.

purpose of aiding the inspection. Where there is no authorized employee representative, the MOSH Inspector shall consult with a reasonable number of employees

Occupational Safety and Health Administration Regional Office within 30 days of the alleged discrimination.

Penalty:

of employment. The Commissioner of Labor and Industry encourages employers and employees to reduce workplace hazards voluntarily and **Activity:**

> 10946 GOLDEN WEST DRIVE, SUITE 160 Hunt Valley, Maryland 21031

The Curtis Center, Suite 740 West, 170 S. Independence Mall West, Philadelphia, PA 19106-3309

JAN2022

This poster is in compliance with federal and state posting requirements.

restrictions, of certain employees of private firms who are reasonably suspected of involvement in a workplace incident (theft, embezzlement, etc.) that resulted in economic loss to The law does not preempt any provision of any State or local Federal, State and local governments are not affected by law or any collective bargaining agreement which is more the law. Also, the law does not apply to tests given by the THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS POSTER WHERE EMPLOYEES AND JOB APPLICANTS CAN READILY SEE IT.

MD The Maryland Healthy Working Families Act requires employers with 15 or more employees to provide paid sick and safe leave for certain employees. It also requires that employers who employ 14 or fewer employees provide unpaid sick and safe leave for certain employee: Earned sick and safe leave begins to accrue on February 11, 2018, or the date on which an

sick and safe leave at a rate of at least one hour for every 30 hours the employee works; however

an employee is not entitled to earn more than 40 hours of earned sick and safe leave in a year or

An employee is allowed to use earned sick and safe leave under the following conditions:

If you are injured on the job:

Tell the doctor who treats you that you were hurt on the job.

TO BE POSTED

HEALTH INSURANCE COVERAGE

Department of Labor, Division of Labor and Industry

Notice to Tipped Employees

Employment Discrimination is Unlawful

Main: (410) 767-8600 | Toll Free: 1 (800) 637-6247 | TTY: (410) 333-1737 | Fax: (410) 333-1841

mccr@maryland.gov | www.mccr.maryland.go

Pregnant & Working

and Industry at:

health insurance policy.

or 1-800-492-6116 (Ext. 2244).

STATE OF MARYLAND

For further information about the program, you should

contact your employer, or if necessary, telephone the Insurance Administration in Baltimore at (410) 468-2244

MARYLAND DEPARTMENT OF LABOR

THIS NOTICE APPLIES TO STATE LAW.

YOU MAY HAVE BROADER BENEFITS

UNDER FEDERAL LAW.

the charges, you may contact the Commissioner of Labor

DEPARTMENT OF LABOR

DIVISION OF LABOR AND INDUSTRY

EMPLOYMENT STANDARDS SERVICE

10946 GOLDEN WEST DRIVE, SUITE 160

HUNT VALLEY, MD 21031

TELEPHONE NUMBER: (410) 767-2357

Fax Number: (410) 333-7303

PURSUANT TO \$3-713(C) OF THE LABOR AND

EMPLOYMENT ARTICLE OF THE MARYLAND

CONSPICIOUSLY POST THIS NOTICE IN A PLACE

WHERE ANY TIPPED EMPLOYEE IS EMPLOYED.

knows you are injured.

send it to us as soon as possible.

accrue more than 64 hours of earned sick and safe leave at any time.

employee begins employment with the employer, whichever is later. An employee accrues earned

Job Related Accidental Personal Injury or Occupational Disease?

workers' compensation insurance company may pay your medical bills and other

If you are disabled and unable to work for more than three (3) days, your employer's

expenses and replace two-thirds (2/3) of your salary (limited to the maximum set by law).

Notify your employer or supervisor at once. You cannot receive full benefits unless your employer

to fines, imprisonment or both.

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

Retaliation is prohibited against a person who files a

complaint of discrimination, participates in an OFCCP

Any person who believes a contractor has violated its

authorities above should contact immediately:

under U.S. Government, Department of Labor.

RACE, COLOR, NATIONAL ORIGIN, SEX

proceeding, or otherwise opposes discrimination under these

nondiscrimination or affirmative action obligations under the

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

e-mail at OFCCP-Public@dol.gov, or by calling an OFCCP

regional or district office, listed in most telephone directories

Programs or Activities Receiving Federal

Financial Assistance

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,

Federal financial assistance. Employment discrimination is

covered by Title VI if the primary objective of the financial

discrimination causes or may cause discrimination in

Education Amendments of 1972 prohibits employr

INDIVIDUALS WITH DISABILITIES

assistance is provision of employment, or where employment

iding services under such programs. Title IX of the

discrimination on the basis of sex in educational programs or

Section 504 of the Rehabilitation Act of 1973, as amended,

disability in any program or activity which receives Federa

prohibits employment discrimination on the basis of

financial assistance. Discrimination is prohibited in all

aspects of employment against persons with disabilities

If you believe you have been discriminated against in a

assistance, you should immediately contact the Federal

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

Where polygraph tests are permitted, they are subject to

numerous strict standards concerning the conduct and

length of the test. Examinees have a number of specific

rights, including the right to a written notice before testing

the right to refuse or discontinue a test, and the right not to

program of any institution which receives Federal financial

who, with or without reasonable accommodation, can

orm the essential functions of the job.

agency providing such assistance

FFOC-P/F-1

FXAMINEF RIGHTS

ENFORCEMENT

color or national origin in programs or activities receiving

(202) 693-1337 (TTY). OFCCP may also be contacted by

RETALIATION

REV. 11/2009

retention in employment;

available earned sick and safe leave

Prohibitions

mployers are required to provide employees with a written statement of the employee's

mployees are permitted to use earned sick and safe leave in increments in certain amounts How to File a Complaint or Obtain Additional Information established by their employer. Employees are required to give notice of the need to use earned If you feel your rights have been violated under this law or you would like additional information sick and safe leave when it is foreseeable. An employer may deny leave in certain circumstances

SSL.ASSISTANCE@MARYLAND.GOV An employer is prohibited under the law from taking adverse action against an employee who exercises a right under the Maryland Healthy Working Families Act and an employee is prohibited from making a complaint, bringing an action, or testifying in an action in bad faith

el Empleo o Enfermedad Profesional?

. Informarle al médico quien le administre tratamiento

Maryland Occupational Safety and Health Act - Private Sector

The Act provides for mandatory civil penalties against employers of up to \$7,000 for each serious violation and for optional penalties of up Proposed to \$7,000 for each nonserious violation. Civil penalties of up to \$7,000 per day may be proposed for failure to correct violations within the proposed time period. Also, any employer who willfully or repeatedly violates the Act may be assessed civil penalties of up to \$70,000 for

> ADDITIONAL INFORMATION AND COPIES OF THE ACT, SPECIFIC MARYLAND OCCUPATIONAL SAFETY AND HEALTH STANDARDS

Complaints about State Program administration may be made to Regional Administrator, Occupational Safety and Health Administration,

62824

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The Civil Rights Act of 1964 states that no person shall be discriminated against on the basis of race, color, religion, age, sex, or national origin. If you feel you have been discriminated against in the unemployment insurance process because of any of these factors, you may file a complaint with the Office of Fair Practices, 1100 North Eutaw Street, Room 613, MARYLAND DEPARTMENT OF LABOR - DIVISION OF UNEMPLOYMENT INSURANCE THIS CARD MUST BE POSTED IN A CONSPICUOUS PLACE Maryland Department of Labor - Employment Article, Title 8, Sec. 8-603

REV. 03/2020

allows an employer, at his or her discretion, to require certification from your health care provider regarding the medical advisability of a reasonable accommodation but only to the same extent certification is required for other temporary disabilities. State Government Article, f required, the certification must include: Date a reasonable accommodation is medically

BALTIMORE, MD 21202-1631 Main: (410) 767-8600 | Toll Free: 1 (800) 637-6247 | TTY: (410) 333-1737 | Fax: (410) 333-1841 mccr@maryland.gov | www.mccr.maryland.gov

Voluntary

conviction doubles these maximum penalties.

you have not been separated from service with a disqualifying discharge or under other have test results disclosed to unauthorized person than honorable conditions. If you are eligible to be reemployed, you must be restored to the job and benefits you The Secretary of Labor may bring court actions to restrain would have attained if you had not been absent due to military service or, in some cases, a violations and assess civil penalties against violators. comparable iob. Employees or job applicants may also bring their own court RIGHT TO BE FREE FROM DISCRIMINATION AND RETALIATION are a past or present member of the uniformed service: have applied for membership in the uniformed service; or then an employer may not deny you initial employment;

any benefit of employmen U.S. Department of Labor • 1-866-487-2365 U.S. Department of Justice Office of Special Counsel

are obligated to serve in the

uniformed service:

COMMISSIONER OF LABOR AND INDUSTRY 10946 GOLDEN WEST DRIVE, SUITE 160 - HUNT VALLEY, MD 21031

estipulado por la ley).

The Act requires that a representative authorized by the employees be given an opportunity to accompany the MOSH Inspector for the

If upon an inspection the Commissioner believes an employer has violated the Act, a citation alleging such violations shall be issued to the **Citation:** employer. Each citation shall specify a time period within which the alleged violation must be corrected.

To update your labor law posters contact

FED-MD-ENG