

# Your Employee Rights Under the Family and Medical Leave Act

## What is FMLA leave?

The Family and Medical Leave Act (FMLA) is a federal law that provides eligible employees with job-protected leave for qualifying family and medical reasons. The U.S. Department of Labor's Wage and Hour Division (WHD) enforces the FMLA for most employers.

Eligible employees can take up to 12 workweeks of FMLA leave in a 12-month period for:

- The birth, adoption or foster placement of a child with you.
- Your serious mental or physical health condition that makes you unable to work.
- To care for your spouse, child or parent with a serious mental or physical health condition, and
- Certain qualifying reasons related to the foreign deployment of your spouse, child or parent who is a military servicemember.

An eligible employee who is the spouse, child, parent or next of kin of a covered servicemember with a serious injury or illness may take up to 26 workweeks of FMLA leave in a single 12-month period to care for the servicemember.

You have the right to use FMLA leave in one block of time. When it is medically necessary or otherwise permitted, you may take FMLA leave intermittently in separate blocks of time, or in a reduced schedule by working less hours each day or week. Read Fact Sheet #2809(a) for more information.

FMLA leave is not paid leave, but you may choose, or be required by your employer, to use any employer-provided paid leave if your employer's paid leave policy covers the reason for which you need FMLA leave.

## Am I eligible to take FMLA leave?

You are an eligible employee if all of the following apply:

- You work for a covered employer.
- You have worked for your employer at least 12 months.
- You have at least 2500 employees for your employer during the 12 months before your leave, and
- Your employer has at least 50 employees within 75 miles of your work location.

Ref.: 29 CFR §625.500

WH1420 REV 04/23

## IDAHO LAW PROHIBITS DISCRIMINATION IN EMPLOYMENT

based on religion, race, color, sex, age (40+), disability and national origin. The law also prohibits retaliation against individuals who exercise their rights under Idaho's antidiscrimination laws.

The Commission also offers educational programs for businesses, human resource organizations and other agencies free of charge.

Ref.: 32028

IDAHO HUMAN RIGHTS COMMISSION 317 W. Main St., Boise, ID 83725 • 208-334-2073 • 6-208-334-2664  
An Equal Opportunity Employer and Service Provider. Reasonable accommodations are available upon request. Call 711 or TTY Idaho Relay Service.

## 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

At least 1 1/2 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 16 and 17 years old may work outside school hours in various non-manufacturing, non-mining, non-hazardous jobs with certain work-hour restrictions. Different rules apply in agricultural employment.

### TIP CREDIT

Employers of "food employees" who meet certain conditions may claim a partial wage credit based on tips received by their employees. Employees must pay specified employees a cash wage of at least \$2.13 per hour if they claim a tip credit. Employees must also pay the minimum wage to non-employee tips combined with the employer's cash wage of at least \$2.13 per hour do not equal the minimum hourly wage. An employer must also pay the minimum wage to non-employee tips combined with the employer's cash wage of at least \$2.13 per hour do not equal the minimum hourly wage.

### PUMP AT WORK

The FLSA requires employers to provide reasonable break time for a nursing employee to express breast milk for her nursing child or one year after the child's birth each time the employee needs to express breast milk. Employers must 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.

### ENFORCEMENT

The Department has authority to recover back wages and an equal amount in liquidated damages in cases of minimum wage, overtime, and other violations. The Department may litigate and/or seek injunctive relief. Employers who violate the law may be fined. The Department will not retaliate or discriminate against any employee for filing a complaint. Civil money penalties may also be assessed for violations of the FLSA's child labor provisions. \*Heightened

### ADDITIONAL INFORMATION

Certain occupations and establishments are exempt from the minimum wage, and/or overtime pay provisions. Certain narrow exemptions also apply to the jump at work requirements. Some special provisions apply to certain workers in the Commonwealth of Puerto Rico, Mariana Islands, and the Commonwealth of the Northern Mariana Islands. Some special provisions apply to certain workers in the Commonwealth of the Northern Mariana Islands. Some special provisions apply to certain workers in the Commonwealth of the Northern Mariana Islands.

1-800-847-6726

## 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

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 (armed car, alarm, and guard), and of pharmaceutical manufacturers, distributors and dispensers.

The Act also permits polygraph testing, subject to restrictions, of certain employees of private firms who are reasonably suspected of involvement in a workplace incident (theft, embezzlement, etc.) that resulted in economic loss to the employer.

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

### EXAMINEE RIGHTS

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

### ENFORCEMENT

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

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

1-800-487-6726

## LA LEY DE IDAHO PROHIBE DISCRIMINACIÓN EN EMPLEO

por causa de incapacidad, religión, raza, color, sexo, origen nacional o edad. La ley también prohíbe presalarios contra individuos que ejercen sus derechos bajo las leyes contra discriminación en Idaho.

La Comisión también ofrece programas educativos para negocios, organizaciones de recursos humanos, y otras agencias sin costo.

Ref.: 32028

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## NOTICE ALL EMPLOYEES

### UNEMPLOYMENT INSURANCE BENEFITS

This firm is subject to the Employment Security Law of the State of Idaho.

All employees, except those specifically exempt, are insured for compensation during periods of involuntary unemployment.

### Unemployment Insurance

is what the name implies — an INSURANCE paid from the Employment Security Trust Fund, a fund derived from taxation against the company or employer.

### NO PORTION OF THE COST OF THIS PROGRAM IS DEDUCTIBLE FROM YOUR EARNINGS.

Claims for Unemployment Insurance must be filed online at [labor.idaho.gov/claimantportal](http://labor.idaho.gov/claimantportal). Don't delay or you could lose your benefits. Claims should be filed immediately after separation.

Idaho Department of Labor  
317 W. Main St., Boise, Idaho 83735-0910  
208-332-8942  
Website: [laboridaho.gov](http://laboridaho.gov)

1-800-847-6726

## AVISO A TODOS LOS EMPLEADOS

### BENEFICIOS DE SEGURO DE DESEMPEÑO

Esta empresa esta sujeta a la Ley de Seguridad de Empleo del estado de Idaho.

Todos los empleados, excepto aquellos específicamente exonerados, están asegurados para recibir compensación durante los períodos de desempleo involuntario.

### EL SEGURO DE DESEMPEÑO ES lo que el nombre implica — un SEGURO pagado por el Fondo Fiduciario de Seguridad de Empleo, un fondo derivado de impuestos pagados por la compañía o empleador.

### NINGUNA PORCIÓN DEL COSTO DE ESTE PROGRAMA ES DEDUCIDA DE SUS INGRESOS.

Los reclamos del Seguro de Desempleo deben ser archivados por internet en el Portal del Reclamante en nuestra página web [laboridaho.gov/claimantportal](http://laboridaho.gov/claimantportal). No se demore en archivar su reclamo o podría perder sus beneficios. Los reclamos deben ser archivados inmediatamente después de su separación laboral.

Departamento del Trabajo de Idaho  
317 W. Main St., Boise, Idaho 83735-0910  
208-332-8942  
Website: [laboridaho.gov](http://laboridaho.gov)

1-800-847-6726

## SEX DISCRIMINATION

### Sexual Harassment

Sexual harassment is unwelcome sexual conduct that is severe enough, or occurs often enough, to interfere with an employee's ability to do his or her job. Sexual harassment takes many forms, such as touching, sexual comments, jokes, displays of pornographic materials, indecent exposure, assault, or even rape. Sexual harassment occurs in many different work environments and victimizes both men and women. It may be perpetrated by a person of the opposite sex or the same sex. It is the effect of the sexual conduct, not the harasser's intent that determines whether the law has been violated. Victims of sexual harassment should not try to ignore it or assume it is a joke or an accident. Sexual harassment is a wrongful use of power. Experience shows that harassment will continue or increase if it is ignored.

Employers may be liable for sexual harassment whether it comes from a supervisor, a co-worker, or even from non-employees, such as customers or contractors.

### Job Assignments

Even though jobs usually are no longer advertised as "male jobs" or "female jobs," some employers still maintain informal job segregation. Often this is based on stereotyped ideas of "appropriate" work for men and women. Such stereotypes include, for example, that men are less capable of assembling intricate equipment or that women are less capable of selling construction tools or automobile parts. Sometimes job segregation is based on habit or just the way the work has been done in the past. The principle of nondiscrimination requires that persons be considered for jobs based on individual capacities and not because of any characteristics generally attributed to their sex.

The refusal to hire an individual because of the preferences of coworkers, the employer, clients or customers is a form of illegal sex discrimination. There are a very few instances in which sex will be recognized as a bona fide occupational qualification (BFOC).

### Equal Pay

State and federal anti-discrimination statutes and equal pay laws require that men and women be given equal pay for equal work. To determine whether two jobs should be paid equally, the jobs need not be identical, but they must be substantially equal. It is job content, not job titles, that determines whether jobs are substantially equal. Wage differences based on seniority, merit, quantity, or quality of production or other factors other than sex are permitted.

### Pregnancy Discrimination

There is one simple rule employers should follow in dealing with pregnant employees: treat women affected by pregnancy or related medical conditions the same way you treat others with temporary disabilities.

Idaho Commission on Human Rights  
317 West Main Street  
Second Floor  
Boise, ID 83735-0660  
Ph: (208) 334-2873  
Toll Free: (888) 249-7025  
FAX: (208) 334-2664  
HRC.inquiry@labor.idaho.gov

## STATE AND FEDERAL LABOR LAW

Attention  
**Idaho Employers**  
*Re: Workers' Compensation poster*

In accordance with Idaho Code, Title 72, Ch. 3, Sec. 312, employers are required to post and keep the Workers' Compensation poster displayed conspicuously to be in complete compliance. Employers shall obtain this poster from your workers' compensation insurance carrier.

Ref.: Idaho Code, Title 72, Ch. 3, Sec. 312

## IDAHO DEPARTMENT OF LABOR

### SECTION 44-1502, IDAHO CODE:

Except as hereinafter otherwise provided, no employer shall pay to any of his employees any wages computed at a rate of less than:

# \$7.25 PER HOUR AS OF JULY 24, 2009

**TIPPED EMPLOYEES:** Any employee engaged in an occupation in which he customarily and regularly receives more than thirty dollars (\$30.00) a month in tips shall be paid a minimum of \$3.35 per hour. If an employee's tips combined with the employer's cash wage do not equal the minimum hourly wage, the employer must make up the difference.

**OPPORTUNITY WAGE:** Employees under 20 years of age may be paid \$4.25 per hour during their first 90 consecutive calendar days of employment with an employer.

### SECTION 44-1504, IDAHO CODE, EXEMPTIONS FROM MINIMUM WAGE:

The provisions of this act shall not apply to any employee employed in a bona fide executive, administrative, or professional capacity; to any employee engaged in domestic service; to any individual employed as an outside salesperson; to seasonal employees of a non-profit camping program; to any child under the age of sixteen (16) years working part-time or at odd jobs not exceeding a total of four (4) hours per day with any one (1) employer; or any individual employed in agriculture if, such employee is the parent, spouse, child or other member of his employer's immediate family; or such employee is older than sixteen (16) years of age and is employed as a harvest laborer and is paid on a piece-rate basis in an operation which has been, and is customarily and generally recognized as having been paid on a piece-rate basis in the region of employment, and commutes daily from his permanent residence to the farm on which he is so employed; and has been employed in agriculture less than thirteen (13) weeks during the preceding calendar year; or such employee is sixteen (16) years of age or under and; is employed as a harvest laborer, is paid on a piece-rate basis in an operation which has been, and is customarily and generally recognized

Ref.: Idaho Code, Title 72, Ch. 13

## STATE OF IDAHO

### Idaho Department of Labor

# IDAHO MINIMUM WAGE LAW

As having been paid on a piece-rate basis in the region of employment, and is employed on the same farm as his parent or person standing in the place of his parent, and is paid at the same piece-rate basis as employees over the age of sixteen (16) years are paid on the same farm; or such employee is principally engaged in the range production of livestock.

**SECTION 45-606, IDAHO CODE:** All wages due a separated employee must be paid the earlier of the next regularly scheduled payday or within 10 days of separation, weekends and holidays excluded. If the separated employee makes a written request for earlier payment, all wages then due must be paid within 48 hours, weekends and holidays excluded.

The Wage and Hour Section of the Idaho Department of Labor is responsible for the administration of the Idaho Minimum Wage and the Wage Payment Act.

For further information, "A Guide to Idaho Labor Laws" is available at any Idaho Department of Labor office in the state and online at [labor.idaho.gov/pdf/wagehour.pdf](http://labor.idaho.gov/pdf/wagehour.pdf) (English) and [labor.idaho.gov/pdf/wagehourspan.pdf](http://labor.idaho.gov/pdf/wagehourspan.pdf) (Spanish) or call Kootenai County (208) 457-8789 or Boise (208) 332-3570; Pocatello (208) 236-6710, ext. 3659; or Burley (208) 678-5518, ext. 3128. Dial 800-377-3529 for Idaho Relay Service.

**NOTICE TO EMPLOYERS:** THIS OFFICIAL NOTICE MUST BE POSTED IN A CONSPICUOUS PLACE, IN OR ABOUT THE PREMISES WHERE ANY PERSON SUBJECT TO THE ACT IS EMPLOYED, OR IN A PLACE ACCESSIBLE TO EMPLOYEES (SECTION 44-1507, IDAHO CODE).

EMPLOYMENT OF WORKERS WITH DISABILITIES OR APPRENTICES MUST BE IN CONFORMANCE WITH SECTION 44-1505 AND 44-1506, IDAHO CODE.

FOR ADDITIONAL INFORMATION, PLEASE CONTACT THE ADDRESS STATED ON THIS BULLETIN OR ACCESS OUR WEBSITE AT <http://labor.idaho.gov>.

1-800-847-6726

## OSHA Occupational Safety and Health Administration

# Job Safety and Health IT'S THE LAW!

All workers have the right to:

- A safe workplace.
- Raise a safety or health concern with your employer or OSHA, or report a work-related 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.

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

This poster is available free from OSHA.

Contact OSHA. We can help.

1-800-321-OSHA (6742) • TTY 1-877-889-5627 • [www.osha.gov](http://www.osha.gov)

## EMERGENCY NUMBERS CALL 911

POLICE: \_\_\_\_\_  
AMBULANCE: \_\_\_\_\_  
PHYSICIAN: \_\_\_\_\_  
HOSPITAL: \_\_\_\_\_  
FIRE DEPARTMENT: \_\_\_\_\_  
POISON CONTROL: \_\_\_\_\_  
OSHA: \_\_\_\_\_

### PAY DAY NOTICE

**PAY DAY IS ON:**

- MONDAY
- TUESDAY
- WEDNESDAY
- THURSDAY
- FRIDAY
- SATURDAY
- SUNDAY

**PAY SCHEDULE IS:**

- WEEKLY
- BIWEEKLY
- SEMI-MONTHLY
- MONTHLY

**PAYCHECKS ARE ISSUED ON THE:** \_\_\_\_\_ AND \_\_\_\_\_ OF THE MONTH

AT: \_\_\_\_\_  
TIME: \_\_\_\_\_

## LEY DEL SALARIO MÍNIMO DE IDAHO

**SECCIÓN 44-1502 DEL CÓDIGO DE IDAHO:** Con la excepción de lo que se especifique aquí, ningún empleador le pagará a sus empleados ningún sueldo calculado a una tasa menor de:

# \$7.25 POR HORA 24 DE JULIO DE 2009

**EMPLEADOS CON PROPINA:** Los empleados que tengan una ocupación en la que por costumbre o normalmente reciben más de treinta dólares (\$30.00) mensuales de propina, recibirán un sueldo mínimo de \$3.35 por hora. Si las propinas de un empleado sumadas al salario en efectivo del empleador no equivalen al salario mínimo por hora, el empleador deberá cubrir la diferencia.

**SUELDO DE OPORTUNIDAD:** A los empleados menores de 20 años de edad se les puede pagar \$4.25 por hora durante los primeros 90 días consecutivos (hábiles y no hábiles) en los que han trabajado para un empleador.

**SECCIÓN 44-1504 DEL CÓDIGO DE IDAHO, EXCEPCIONES DEL SALARIO MÍNIMO:** Las provisiones de esta acta no se aplicarán a ningún empleado en una auténtica capacidad ejecutiva, administrativa, o profesional, empleados de servicio doméstico, a cualquier persona empleada como vendedor particular, empleados por temporada de un programa de campamento sin fines de lucro, o cualquier joven menor de dieciséis (16) años que trabaje medio tiempo o realice trabajos variados que no excedan un total de cuatro (4) horas al día para un (1) empleador en particular; o cualquier persona que trabaje en agricultura si, dicho trabajador agrícola es el padre o madre, esposa(s), niño/a o otro miembro familiar inmediato del empleador; o dicho empleado tiene más de dieciséis (16) años de edad y es trabajador de temporada de cosecha pagado por contrato en una operación que generalmente y por costumbre es reconocida como una donde se paga por contrato en la región de trabajo y donde el empleado viene a diario de una residencia permanente y trabaja menos de 13 semanas durante el año de calendario anterior; o dicho trabajador tiene 16 años o menos y trabaja como un trabajador de temporada de cosecha y se le paga por contrato en una operación que generalmente y por costumbre es reconocida como una donde se paga por contrato en la región de trabajo, y esta empleado en el mismo rancho que sus padres o persona que esta en lugar de sus padres, y se le paga igual como a

Ref.: Idaho Code, Title 44, Ch. 15, Sec. 1507

## ESTADO DE IDAHO

### Departamento del Trabajo de Idaho

# LEY DEL SALARIO MÍNIMO DE IDAHO

trabajadores mayores de 16 años de edad que trabajan en el mismo rancho; o es un empleado que participa en la ganadería de terreno abierto (gismo y berros).

**SECCIÓN 45-606 DEL CÓDIGO DE IDAHO:** Todo sueldo que se le deba a un empleado que salió del trabajo se debe pagar el día de pago más cercano o dentro de los 10 primeros días después que haya salido, excluyendo los fines de semana y días de fiesta. Si el empleado que salió lo pide por escrito, se le debe pagar dentro de las próximas 48 horas, excluyendo los fines de semana y días feriados.

La Sección de Horas y Salarios del Departamento del Trabajo de Idaho es responsable por la administración del Acta de salario mínimo y pago de sueldo de Idaho.

Para más información, una "Guía de las Leyes del Trabajo de Idaho", se encuentra disponible en las oficinas locales del Departamento del Trabajo de Idaho, online: [labor.idaho.gov/pdf/wagehourspan.pdf](http://labor.idaho.gov/pdf/wagehourspan.pdf) o puede llamar al (208) 457-8789 en Kootenai County, al (208) 332-3570 en Boise, o al (208) 236-6710, ext. 3659 en Pocatello; o al (208) 678-5518, ext. 3128 en Burley, 800-377-3529 (Por medio del "Idaho Relay Service").

**AVISO A LOS EMPLEADORES:** ESTE AVISO OFICIAL DEBE SER COLOCADO EN UN LUGAR VISIBLE, EN O CERCA DEL LUGAR DE TRABAJO DE CUALQUIER PERSONA A LA QUE SE APLIQUE ESTA ACTA EN UN LUGAR ACCESIBLE A SUS EMPLEADOS (SECCIÓN 44-1507, DEL CÓDIGO DE IDAHO).

EL EMPLEO DE PERSONAS CON INCAPACIDADES O APRENDICES DEBE SER CONFORME CON SECCIÓN 44-1505 Y 44-1506, DEL CÓDIGO DE IDAHO.

PARA OBTENER HOJAS ADICIONALES O INFORMACIÓN, COMUNIQUESE A LA DIRECCIÓN EN ESTE BOLETÍN O PUEDA IMPRIMIR COPIAS DE LA RED "INTERNET" EN EL SITIO <http://labor.idaho.gov/IDM> EN LA SECCIÓN DE "BUSINESS SERVICES".

1-800-847-6726

## Know Your Rights: Workplace Discrimination is Illegal

The U.S. Equal Employment Opportunity Commission (EEOC) enforces Federal laws that protect you from discrimination in employment. If you believe you've been discriminated against at work or in applying for a job, the EEOC may be able to help.

**Who is Protected?**

- Employees (current and former), including managers and temporary employees
- Job applicants
- Union members and applicants for membership in a union

**What Organizations are Covered?**

- Most private employers
- State and local government (as employers)
- Educational institutions (as employers)
- Unions
- Staffing agencies

**What Types of Employment Discrimination are Illegal?**

Under the EEOC's laws, an employer may not discriminate against you, regardless of your immigration status, on the basis of:

- Race
- Color
- Religion
- National origin
- Sex (including pregnancy, childbirth, and related medical conditions, sexual orientation, or gender identity)
- Age (40 and older)
- Disability
- Genetic information (including employer requests for, purchase, use, or disclosure of genetic tests, genetic services, or family medical history)
- Retaliation for filing a charge, reasonably opposing discrimination, or participating in a discrimination investigation or proceeding

**What Employment Practices can be Challenged as "Discriminatory"?**

- Discharge, firing, lay-off
- Harassment (including unwelcome verbal or physical conduct)
- Hiring or promotion

**What can You Do if You Believe Discrimination has Occurred?**

Contact the EEOC promptly if you suspect discrimination. Do not delay, because there are strict time limits for filing a charge of discrimination (180 or 300 days, depending on where you live). You can reach the EEOC in any of the following ways:

- Submit an inquiry through the EEOC's public portal: [www.eeoc.gov/portal](http://www.eeoc.gov/portal)
- Call 1-800-669-4000 (toll free)
- 1-800-468-6868 (TDD)
- 1-844-284-5122 (ALIA, video phone)
- Visit an EEOC field office (information at: [www.eeoc.gov/fieldoffice](http://www.eeoc.gov/fieldoffice))
- E-Mail: [info@eeoc.gov](mailto:info@eeoc.gov)

**EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS**

The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) enforces the nondiscrimination and affirmative action commitments of companies doing business with the Federal Government. If you are applying for a job with, or are an employee of, a

company with a Federal contract or subcontract, you are protected under Federal law from discrimination on the following basis:

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

Executive Order 11246, as amended, prohibits employment discrimination by Federal contractors based on race, color, religion, sex, sexual orientation, gender identity, or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment.

**Disability**

Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals with disabilities from discrimination by Federal contractors. This law prohibits discrimination on the basis of race, color, or national origin in programs or activities receiving Federal financial assistance. Employment discrimination on the basis of race, color, or national origin is prohibited by Title VII of the primary objective of the financial assistance or provision of employment. Federal contractors also are prohibited from using any cause of discrimination in providing services under any contract or sub-contract that includes any provision for employment discrimination on the basis of race or national origin in the contract or sub-contract.

**Protected Veteran Status**

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

**Retaliation**

Retaliation is prohibited against a person who files a complaint or discrimination, participates in an EEOC proceeding, or otherwise opposes discrimination by

Federal contractors under these Federal laws. Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations under OFCCP's authorities should contact immediately:

The Office of Federal Contract Compliance Programs  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, D.C. 20301  
1-800-367-0231 (toll-free)

If you are deaf, hard of hearing, or have a speech disability, please dial 711 to access telecommunications relay services. OFCCP may also be contacted by submitting a complaint online to OFCCP's Help Desk (<http://www.dhs.gov/ofccp/helpdesk>) or by calling an OFCCP regional or district office. You may also contact the Director of U.S. Government, Department of Labor and an OFCCP "State Help Desk" at: <http://www.dhs.gov/ofccp/statehelpdesk>.

**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 VII 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 on the basis of race, color, or national origin is prohibited by Title VII of the primary objective of the financial assistance or provision of employment. Federal contractors also are prohibited from using any cause of discrimination in providing services under any contract or sub-contract that includes any provision for employment discrimination on the basis of race or national origin in the contract or sub-contract.

**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. (Revised 6/27/2023)

1-800-847-6726