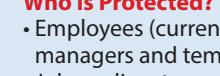


COLORADO

EEOC - KNOW YOUR RIGHTS: WORKPLACE DISCRIMINATION IS ILLEGAL

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 immigrants and temporary employees
- Job applicants
- Union members and applicants for membership in a union
- Where Discrimination is Covered? • Most private employers
- State and local governments (as employers)
- Educational institutions (as employers)
- Unions
- Religious 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 bases 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, or 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 lawsuit, investigation, or proceeding.

Interference, coercion, or threats related to exercising rights regarding disability discrimination or pregnancy accommodation

What Employment Practices can be Challenged as Discriminatory?

- All aspects of employment, including:
 - Discharge, firing, or lay-off
 - Harassment (including unwelcome verbal or physical conduct)
 - Hiring or promotion
 - Pay (unequal wages or compensation)
 - Failure to provide reasonable accommodation for a disability, pregnancy, childbirth, or related medical condition; or a sincerely-held religious belief, observance or practice
 - Benefits
 - Job training
 - Classification
 - Referral
 - Obtaining or disclosing genetic information of employees
 - Requests or disclosing medical information of employees
 - Conduct that might reasonably discourage someone from opposing discrimination, filing a charge, or participating in an investigation or proceeding

Conduct that coerces, intimidates, threatens, or interferes with someone exercising their rights, or causes someone to do so, or encourages someone else to do so, or threatens to do so.

Discrimination (including accommodation or pregnancy accommodation)

What Can an Employee Do if he/she Believes 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 where you live/work). You can reach the EEOC in any of the following ways:

Submit an inquiry through EEOC's public portal: <https://publicportal.eeoc.gov/Portal/login.aspx>

Call 1-800-669-6020 (toll free)

1-844-234-5122 (ASL video phone)

Visit an EEOC field office (information at www.eeoc.gov/field-office)

E-Mail: eeoc@eeoc.gov

Additional information about the EEOC, including information about filing a charge of discrimination, is available at www.eeoc.gov.



EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS

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 wartime or campaign veterans, or veterans of the Persian Gulf War.

Retaliation Retaliation is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination by Federal contractors under these 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 (OFCCP)
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, D.C. 20210
1-800-397-6251 (toll-free)

If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services. OFCCP may also be contacted by sending a question or comment to OFCCP's Help Desk at <http://ofccp.dol.gov/>, or calling an OFCCP regional or district office listed in most telephone directories under U.S. Government, Department of Labor and on OFCCP's "Contact Us" webpage at <https://www.dol.gov/agencies/ofccp/contact>.

PROGRAMS OR ACTIVITIES RECEIVING FEDERAL FINANCIAL ASSISTANCE

Race, Color, National Origin, Sex In addition to the protections of Title VII of the Civil Rights Act of 1964, as amended, Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color, or national origin in programs that receive federal financial assistance. Discrimination based on race, color, or national origin in these programs is prohibited if the financial assistance is provision of employment, or where employment discrimination causes or may cause discrimination in providing services under such programs. Title IX of the Education Amendments of 1972 prohibits employment discrimination on the basis of sex in educational programs or activities which receive Federal financial assistance.

(Revised 6/27/2023)

ANTI-DISCRIMINATION NOTICE

It is illegal to discriminate against work-authorized individuals. Employers CANNOT specify which documents they will accept from an employee. The refusal to hire an individual because the documents have a future expiration date may also constitute illegal discrimination. For information, please contact The Office of Special Counsel for Immigration Related Unfair Employment Practices Office at 800-255-7688.

FAMLI PROGRAM

2023 FAMLI Program Notice

Deductions from Employee Wages start January 1, 2023

The employee share of FAMLI premiums is set at 0.45% of employee wages through 2024. For 2025 and beyond, the director of the FAMLI Division will determine the employee share of FAMLI premiums. The employee share of FAMLI premiums is the equivalent value of the fund each year. Employers with a total of ten or more employees nationwide must also contribute an additional 0.45% of wages for a total of 0.9%, but employers with nine or fewer employees are only responsible for sending the 0.45% employee share to the FAMLI Division.

Starting in 2023, employers may begin deducting up to 0.45% from employees' wages for FAMLI contributions. This can be done through a simple payroll deduction, and employees will notice the deduction on their regular paychecks. Employers are responsible for collecting those deductions and sending them into the FAMLI Division on behalf of their employees once a quarter.

Benefits start January 1, 2024

Starting in 2024, paid family and medical leave benefits are available to most Colorado employees who have a qualifying condition and who earned \$2,500 over the previous year for work performed in Colorado.

The qualifying conditions for paid family and medical leave are:

- Caring for a new child during the first year after the birth, adoption, or foster care placement of that child.
- Caring for a family member with a serious health condition.
- Caring for one's own serious health condition.
- Making arrangements for a family member's military deployment.
- Obtaining safe housing, care, and/or legal assistance in response to domestic violence, stalking, sexual assault, or sexual abuse.

Covered employees are entitled to up to 12 weeks of paid family and medical leave per year. Individuals with serious health conditions caused by pregnancy complications or childbirth complications are entitled to up to 4 more weeks of paid family and medical leave per year for a total of 16 weeks.

Leave may be taken continuously, intermittently, or in the form of a reduced schedule.

Leave will be paid at a rate of up to 90% of the employee's average weekly wage, based on a sliding scale. Employees may estimate their benefits by using the FAMLI calculator available at famli.colorado.gov.

You don't have to work for your employer minimum amount of time in order to qualify for paid family and medical leave benefits.

Employers may choose to use sick leave or other paid time off before using FAMLI benefits, but they are not required to do so.

Employers and employees may mutually agree to supplement FAMLI benefits with sick leave or other paid time off in order to provide full wage replacement.

Filing Claims:

• Employers will not be able to file for benefits until the last quarter of 2023. Benefits will be available starting January 2024. Instructions on how to apply for benefits will be available on famli.colorado.gov in the last quarter of 2023.

• Employers or their designated representatives apply for FAMLI benefits by submitting an application, along with required documentation, directly to the FAMLI Division. Employers cannot make employees apply for FAMLI benefits.

• Applications may be submitted in advance of the absence from work, and in some circumstances, they may be submitted after the absence has begun.

• Approved applications will be paid by the FAMLI Division within two weeks after the claim is properly filed, and every two weeks thereafter for the duration of the approved leave.

• Employees can appeal claim determinations to the FAMLI Division.

• Individuals who attempt to defraud the FAMLI program may be disqualified from receiving benefits.

Job protection and continued benefits

• Employers must maintain health care benefits for employees while they are on FAMLI leave, and both the employer and the employee remain responsible for paying those benefits in the same amounts as before the leave began.

• An employee who has worked for the employer for at least 180 days is entitled to return to the same position, or an equivalent position, upon their return from FAMLI leave.

Retaliation, Discrimination, and Interference Prohibited

• Employers may not interfere with employees' rights under FAMLI, and may not discriminate or retaliate against them for exercising those rights.

• Employees who suffer retaliation, discrimination, or interference may file suit in court, or may file a complaint with the FAMLI Division.

Other Important Information

• An employer may offer a private plan that provides the same benefits as the state FAMLI plan, and imposes no additional costs or restrictions. Private plans must be approved by the FAMLI Division.

• Employees and employers are encouraged to report FAMLI violations to the FAMLI Division.

WORKPLACE PUBLIC HEALTH RIGHTS POSTER

Colorado Workplace Public Health Rights Poster: PAID LEAVE, WHISTLEBLOWING, & PROTECTIVE EQUIPMENT
Updated July 14, 2023
may be updated periodically

THE HEALTHY FAMILIES & WORKPLACES ACT ("HFWA"): Paid Leave Rights

Coverage: All Colorado employers, of any size, must provide paid leave

• All employees earn 1 hour of paid leave per 30 hours worked ("accrued leave"), up to 48 hours a year.

• Employees must be entitled to paid their regular pay rate during leave, and the employer must continue their benefit.

• Up to 48 hours of unused accrued leave carries over for use during the next year.

• For details on specific situations (irregular hours, non-hourly pay, etc.), see Wage Protection Rule 3.5, 7 CCR 103-7.

• Up to 80 hours of supplemental paid leave applies in a public health emergency (PHE), or within 14 days after the PHE ends.

Employees can use accrued leave for the following safety or health needs:

(1) a mental or physical illness, injury, or health condition that prevents work, including diagnosis or preventive care;

(2) domestic abuse, sexual assault, or criminal harassment leading to health, relocation, legal, or other services needed;

(3) caring for a family member experiencing a condition described in category (1) or (2);

(4) grieving, funeral/memorial attendance, or legal/financial needs after death of a family member;

(5) due to inclement weather, power/heat/water loss, or other unexpected occurrence, the employee needs either (a) evacuate their residence, or (b) care for a family member whose school or place of care was closed; or (6) in a PHE, a public health emergency declared by the workplace, the school or place of care of the employee's child.

Employee Policies (Notice Documentation Incremental Use):

• Privacy and Paid Leave Records

• Written notice and posters. Employers must provide notice to new employees no later than onboarding documents/polices and (2) display updated posters, and provide updated notice to current employees, by end of year.

• Notice for "foreseeable" leave. Employers may adopt "reasonable procedures" in writing as how employees should provide notice if they require "foreseeable" leave, but cannot deny paid leave for noncompliance with such a policy.

• An employer can require documentation to show accrued leave was for a qualifying reason only if leave was for four more consecutive days (i.e. days when an employee would have worked, not calendar days).

• Documentation is not required to take accrued leave, but can be required as soon as an employee returns to work or separates from work (whichever is sooner). No documentation can be required for PHE leave.

• To document for an employee's (or an employee's family member's) health-related leave, an employer may provide: (1) a document from a health or social services provider that includes a PHE-related reason, or (2) a doctor's note or medical certificate.

• Documentation to a domestic abuse, sexual assault, or criminal harassment can be a document or writing under (1) above (e.g. legal or police report/notice); or (2) above, or a legal document (restraining order, police report/etc.)

• If an employee reasonably deems an employee's documentation deficient, the employer must: (A) notify the employee within seven days of either receiving the documentation or the employee's return to work or separation from work, and (B) give the employee at least seven days to cure the deficiency.

This poster summarizes Colorado workplace public health laws, C.R.S. 8-13-401 et seq., and C.R.S. 8-14-101 et seq., including amendments to this poster. It does not cover other health or safety laws, rules, and orders, including under the federal Occupational Safety and Health Act (OSHA), from the Colorado Department of Public Health and Environment (CDPHE), or from local public health agencies. Contact those agencies for such health and safety information.

*In a PHE, employees gain additional hours of leave for inability to work, testing, quarantining, caring for family in such situations, and related needs. No PHE is now in effect; this poster will be updated if one is declared.

This poster must be displayed where easily accessible to workers, shared with remote workers, provided in other languages as needed, and replaced with any annually updated version. This poster is a summary and cannot be relied on as complete labor law information.

For all rules, fact sheets, translations, questions, or complaints, contact:

DIVISION OF LABOR STANDARDS & STATISTICS, ColoradoLaborLaw.gov, cde_labor_standards@state.co.us, 303-318-8441 / 888-390-7936.

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 job applicant 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 Employee Polygraph Protection Act.

In the private sector, subject to restrictions, certain prospective employers or security organizations may administer lie detector tests.

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

WAGE AND HOUR DIVISION
UNITED STATES DEPARTMENT OF LABOR
1-866-487-9243
www.dol.gov/agencies/whd

WH 02/22
REV 02/22



Colorado Department of Labor and Employment
IT STARTS WITH YOU
Building a better Colorado

Division of Labor Standards & Statistics
ColoradoLaborLaw.gov
cde_labor_standards@state.co.us
303-318-8441 / 888-390-7936

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Division of Labor Standards & Statistics
ColoradoLaborLaw.gov
cde_labor

COLORADO



DISCRIMINATION IN EMPLOYMENT



Colorado Law Prohibits Discrimination in: EMPLOYMENT

C.R.S. § 24-34-401 et seq.

IT SHALL BE A DISCRIMINATORY OR UNFAIR EMPLOYMENT PRACTICE: to REFUSE TO HIRE, to DISCHARGE, to PROMOTE or DEMOTE, to HARASS during the course of employment, or to discriminate IN MATTERS OF COMPENSATION, TERMS, CONDITIONS, or PRIVILEGES of employment.

BECAUSE OF: DISABILITY, RACE, CREED, COLOR, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, GENDER EXPRESSION, RELIGION, AGE, NATIONAL ORIGIN or ANCESTRY, MARITAL STATUS or, in certain circumstances, MARRIAGE TO A COWORKER.

REASONABLE ACCOMMODATIONS FOR DISABILITIES: An employee with a disability is entitled to a reasonable accommodation(s) which is necessary to perform the essential functions of the job. An accommodation is not reasonable if its provision would result in an undue hardship on the employer's business.

PREGNANT WORKERS FAIRNESS ACT — C.R.S. § 24-34-402.3 An employee with a health condition(s) related to pregnancy or physical recovery from childbirth is entitled to a reasonable accommodation(s) necessary to perform the essential functions of the job. An accommodation is not reasonable if its provision would result in an undue hardship on the employer's business.

RETALIATION PROHIBITED — C.R.S. § 24-34-402(e) It is a discriminatory act to retaliate against a person who opposes a discriminatory practice or who participates in a discrimination investigation, proceeding or hearing.

SHARING WAGE INFORMATION PROTECTED — C.R.S. § 24-34-402(i) An employer shall not discharge, discipline, discriminate against, coerce, intimidate, threaten, or interfere with an employee or person due to an inquiry, disclosure or discussion of wages. An employer shall not require an employee to waive the right to disclose wage information.

CROWN Act of 2020: Discrimination on the basis of one's race includes hair texture, hair type, hair length or a protective hairstyle commonly or historically associated with race, such as braids, locs, twists, tight coils or curls, cornrows, Bantu knots, Afros, and headwraps. eff. 6/3/24.

TO FILE A COMPLAINT OF DISCRIMINATION, OR FOR MORE INFORMATION CONTACT
THE COLORADO CIVIL RIGHTS DIVISION: 1560 BROADWAY, LOBBY WELCOME CENTER, SUITE # 110, DENVER, CO 80202
MAIN PHONE: 303-894-2997; HOTLINE ESPANOL: 720-432-4294; TOLL-FREE: 800-262-4845; V/TDD RELAY: 711;
FAX: 303-894-7830; EMAIL: DORA_CCRD@STATE.CO.US
EMPLOYMENT DISCRIMINATION COMPLAINTS MUST BE FILED WITHIN 300 DAYS
AFTER THE ALLEGED DISCRIMINATORY ACT OCCURRED.

Division Director, Aubrey Elenis, Esq.

ccrd.colorado.gov

7/2024

DISCRIMINATION IN PUBLIC ACCOMMODATIONS



Colorado Law Prohibits Discrimination in places of: PUBLIC ACCOMMODATION

C.R.S. § 24-34-601 et seq.

PLACE OF PUBLIC ACCOMMODATION MEANS: ANY PLACE OF BUSINESS engaged in any SALES to the PUBLIC and ANY PLACE OFFERING SERVICES, FACILITIES, PRIVILEGES, ADVANTAGES, or ACCOMMODATIONS to the PUBLIC.

IT IS A DISCRIMINATORY PRACTICE AND UNLAWFUL FOR A PERSON DIRECTLY OR INDIRECTLY TO: REFUSE, WITHHOLD FROM, or DENY to an individual or a group FULL and EQUAL ENJOYMENT of the GOODS, SERVICES, FACILITIES, PRIVILEGES, ADVANTAGES, or ACCOMMODATIONS of a place of public accommodation

BECAUSE OF: DISABILITY, RACE, CREED, COLOR, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, GENDER EXPRESSION, MARITAL STATUS, NATIONAL ORIGIN or ANCESTRY.

SERVICE ANIMALS C.R.S. § 24-34-803: SERVICE ANIMAL DESIGNATION IS LIMITED TO A DOG OR MINIATURE HORSE — EMOTIONAL SUPPORT ANIMALS ARE NOT SERVICE ANIMALS. THE DOG MUST BE INDIVIDUALLY TRAINED TO PERFORM TASK(S) OR WORK RELATED TO A DISABILITY. THE MERE PRESENCE OF THE DOG MEANT TO PROVIDE EMOTIONAL SUPPORT/THERAPY/AND/OR COMPANIONSHIP IS NOT SUFFICIENT TO MEET THE DEFINITION OF A SERVICE ANIMAL. AN ENTITY MAY NOT REQUIRE OR REQUEST A LICENSE, REGISTRATION, OR OTHER DESIGNATION CONFIRMING STATUS AS A SERVICE ANIMAL. AN ENTITY MAY MAKE THE FOLLOWING INQUIRIES:

1.) IS THIS DOG A SERVICE ANIMAL TRAINED TO PERFORM A TASK(S) OR WORK RELATED TO A DISABILITY?

2.) WHAT IS THE TASK OR WORK THE DOG IS TRAINED TO PERFORM?

A SERVICE ANIMAL MUST BE UNDER THE CONTROL OF ITS HANDLER AT ALL TIMES. THE HANDLER IS RESPONSIBLE FOR THE CARE OF THE SERVICE ANIMAL, INCLUDING TOILETING, FEEDING, AND OTHERWISE CARING FOR THE DOG. A SERVICE ANIMAL MAY BE DENIED ENTRY IF ITS PRESENCE WOULD RESULT IN A FUNDAMENTAL ALTERATION OF THE NATURE OF THE ENTITIES OPERATIONS AND/OR MAINTENANCE OF A STERILE ENVIRONMENT. THE MERE PRESENCE OF A SERVICE ANIMAL IS NOT GROUNDS FOR A VIOLATION OF THE HEALTH CODE. SERVICE ANIMALS MUST BE ALLOWED IN DINING AREAS AND IN SELF SERVICE FOOD LINES. AN ENTITY MAY NOT CHARGE FEES FOR ALLOWING A SERVICE ANIMAL TO BE PRESENT.

RETALIATION PROHIBITED: A PERSON WHO OPPOSES DISCRIMINATION, OR WHO PARTICIPATES IN THE INVESTIGATION OF DISCRIMINATION HAS ENGAGED IN PROTECTED ACTIVITY AND RETALIATION FOR ENGAGING IN A PROTECTED ACTIVITY IS PROHIBITED BY COLORADO LAW.

COLO. CIVIL RIGHTS COMM'N RULE 20.4 — DISCRIMINATORY SIGNAGE IN PLACES OF PUBLIC ACCOMMODATION: No person shall post or permit to be posted in any place of public accommodation any sign which states or implies the following: "WE RESERVE THE RIGHT TO REFUSE SERVICE TO ANYONE" — 3CCR708-1

CROWN Act of 2020: Discrimination on the basis of one's race includes hair texture, hair type, or a protective hairstyle commonly or historically associated with race, such as braids, locs, twists, tight coils or curls, cornrows, Bantu knots, Afros, and headwraps. eff. 9/13/20.

TO FILE A COMPLAINT OF DISCRIMINATION, OR FOR MORE INFORMATION CONTACT
THE COLORADO CIVIL RIGHTS DIVISION: 1560 BROADWAY, LOBBY WELCOME CENTER, SUITE # 110, DENVER, CO 80202
MAIN PHONE: 303-894-2997; HOTLINE ESPANOL: 720-432-4294; TOLL-FREE: 800-262-4845; V/TDD RELAY: 711;
FAX: 303-894-7830; EMAIL: DORA_CCRD@STATE.CO.US

PUBLIC ACCOMMODATION DISCRIMINATION COMPLAINTS MUST BE FILED WITHIN SIXTY (60) DAYS AFTER THE ALLEGED DISCRIMINATORY ACT OCCURRED.

Division Director, Aubrey Elenis, Esq.

ccrd.colorado.gov

9/2021

PAYDAY NOTICE



NOTICE OF PAYDAYS

In accordance with 8-4-107, C.R.S.: Every employer shall post and keep posted conspicuously at the place of work if practicable, or otherwise where it can be seen as employees come or go to their places of work, or at the office or nearest agency for payment kept by the employer a notice specifying the regular paydays and the time and place of payment, in accordance with the provisions of section 8-4-103, and also any changes concerning them that may occur from time to time.

Pay periods can be no greater duration than a calendar month or 30 days, whichever is longer. Paydays must occur no later than 10 days following the close of each pay period. 8-4-103, C.R.S.

EMPLOYEES ARE PAID ON REGULAR PAYDAYS AS FOLLOWS:

Time: _____ Place: _____

This form is provided as a courtesy by the Colorado Division of Labor Standards and Statistics.

Other Notice of Paydays Posters may be acceptable provided that they contain the elements and information required by 8-4-107, C.R.S.

UNEMPLOYMENT INSURANCE



NOTICE TO WORKERS

YOU HAVE THE RIGHT TO BE:

- Properly classified as an employee or an independent contractor
- Paid accurately and timely for the services you perform

There are resources available to you if you believe you are being subject to improper classification or inaccurate payment practices by your employer. For more information, go to [WorkRight.cde.state.co.us](#).

Employers are required to follow the law when paying hourly wages, overtime, and properly covering you for unemployment insurance and workers' compensation purposes. As a worker, you have certain rights as an employee vs. independent contractor.

Improper classification (often called misclassification) of employees as independent contractors and other labor law violations create many problems, both for law-abiding businesses and for workers in Colorado.

If you believe you have been **improperly classified** as an independent contractor and are really performing duties that fit the criteria of an employee, visit [colorado.gov/cde/TipForm](#), or call us at 303-318-9100 and select Option 4. To be classified as an employee, you must meet the criteria in Colorado Revised Statute 8-70-115. You can read the law online and find out more at [coloradolife.gov/ProperClassification](#).

As an employee, you are entitled to unemployment insurance benefits if you become unemployed through no fault of your own. **Your employer contributes to unemployment insurance and cannot deduct this from your wages.**

If you become unemployed and wish to file for unemployment insurance benefits, go to [coloradolife.gov](#) and click on File a Claim. If your hours of work and pay are reduced, you may be entitled to partial unemployment benefits.

If you cannot access a computer, call one of the following numbers: 303-318-9000 (Denver-metro area) or 1-800-388-5515 (outside Denver-metro area); hearing impaired 303-318-9016 (TDD Denver-metro area) or 1-800-894-7730 (TDD outside Denver-metro area).

EMPLOYERS ARE REQUIRED BY LAW TO POST THIS NOTICE

Colorado Employment Security Act, 8-74-101(2); Regulations Concerning Employment Security 7.3.1 through 7.3.5

Employers can download copies of this poster at [coloradolife.gov/employer](#), then click on Forms / Publications.



USTED TIENE EL DERECHO DE:

- Estar correctamente clasificado como un empleado o un contratista independiente.
- Ser pagado correctamente y puntualmente por los servicios que realiza.

Hay recursos disponibles para usted si cree que está sujeto a una clasificación incorrecta o prácticas de pago incorrectas por parte de su empleador. Para obtener más información, visite [WorkRight.cde.state.co.us](#).

Los empleadores están obligados a cumplir con la ley al pagar salarios por hora, horas extras, y que lo cubra adecuadamente para propósitos del seguro de desempleo y compensación de trabajadores. Como trabajador usted tiene ciertos derechos, sea como empleado o contratista independiente.

La clasificación incorrecta de los empleados como contratistas independientes y otras violaciones de la ley laboral crean muchos problemas, tanto para las empresas que respectan la ley y para los trabajadores en Colorado.

Si cree que ha sido **clasificado incorrectamente** como un contratista independiente y realmente está desempeñando labores que encajan con los criterios de un empleado, visite [colorado.gov/cde/TipForm](#), o llámenos al 303-318-9100 y presione la Opción 4. Para ser clasificado como empleado, debe cumplir con el criterio del Estatuto Revisado de Colorado (Colorado Revised Statute) 8-70-115. Puede leer la ley en línea (sólo en inglés) y obtener más información en [coloradolife.gov/ProperClassification](#).

Como empleado, usted tiene derecho a beneficios de seguro de desempleo al quedar sin empleo, y sin que haya sido su culpa. **Su empleador contribuye al seguro de desempleo y no puede deducirte de su salario.**

Si se queda sin empleo y desea solicitar beneficios de seguro de desempleo, vaya a [coloradolife.gov](#) y haga clic en File a Claim. Si sus horas de trabajo y sueldo han sido reducidas, usted puede tener derecho a beneficios parciales de desempleo.

Si no puede acceder a una computadora, llame a uno de los siguientes números: 303-318-9333 (área metropolitana de Denver) o al 1-866-422-0402 (fuera del área de Denver-metro). Personas con dificultades auditivas 303-318-9016 (TDD Denver-metro area) o al 1-800-894-7730 (TDD fuera del área de Denver-metro).

POR LEY EL EMPLEADOR ESTÁ OBLIGADO A PUBLICAR ESTE AVISO

Colorado Employment Security Act (Ley de Seguridad de Empleo de Colorado), 8-74-101 (2).

Regulations Concerning Employment Security 7.3.1 through 7.3.5

Los empleadores pueden descargar copias de este póster en [coloradolife.gov/employer](#), luego hacer clic en Forms / Publications.



Department of
Labor and Employment



IT STARTS WITH YOU
Building a better Colorado

LABOR LAW POSTER

COLORADO MINIMUM WAGE



COLORADO OVERTIME & MINIMUM PAY STANDARDS ORDER

The COMPS Order (Colorado Overtime & Minimum Pay Standards) Poster & Notice

Effective 1/1/25: Use new version
released by each December

Colorado Minimum Wage: \$14.81 per hour in 2025, updated yearly (COMPS Rule 3)

- Must pay at least minimum wage for all time worked, whether by hour, salary, commission, piece rate, etc.

- Use the highest minimum wage applicable; ColoradoLaborLaw.gov lists all local minimum wages
- 15% lower is allowed for unemancipated minors — but not for some local minimum wages

Overtime: 1½ regular rate after 40 weekly hours, or 12 daily or consecutive (Rule 4)

- Can't give time off instead of overtime pay; can't average overtime and non-overtime weeks (or days)
- Agriculture: Overtime after 48 hours (\$6 at some highly seasonal sites); extra breaks and pay on long days
- Some (not all) jobs in health, ski, and heavy vehicles are partly or fully exempt (Rules 2.3-2.4)

Meal Periods: 30 minutes uninterrupted & duty-free, in shifts over 5 hours (Rule 5.1)

- Can be unpaid only for employees completely relieved of duty, and allowed to personal activities
- If work doesn't allow uninterrupted meal periods: must allow eating on duty, on paid time
- As much as practical, meal periods must be at least 1 hour after starting shifts, and 1 hour before ending

Rest Periods: 10 minutes, paid, every 4 hours (Rule 5.2)

#Work Hours: Up to 2 → 2, up to 6 → 6, up to 10 → 10, up to 14 → 14, up to 18 → 18, up to 22 → 22
#Rest Periods: 0 1 2 3 4 5 6

- Need not be off-site, but must not include work, and should be in the middle of the 4 hours if practical

- Rest periods count as time worked, including for minimum wage and overtime

- Extra pay is owed for rest period time not authorized or permitted, including for employees not paid hourly

- Break rules differ for some agricultural work (Rule 2.3, & the Agricultural Labor Conditions Rules)

Deductions, Credits, Charges, & Withheld Pay (Rule 6, & Colorado Wage Act)

- Final pay: Owed promptly (if a termination by employer) or at next pay date (if employee resigned)
- Unused vacation: Must pay to departing employees, even if fired for cause or resigned without notice
- Tip credit: Can lower hourly pay up to \$3.02 if tips (not service charges) aren't diverted to untipped staff
- Meals: Can charge cost or value (without profit) of voluntarily accepted meals
- Lodging: Can charge \$25-\$100 weekly (by housing type) if voluntary and primarily for employee benefit
- Uniforms: Can't charge or require deposits for special uniforms, special cleaning, or ordinary wear and tear

Complaint & Anti-Retaliation Rights (Rule 8)

COLORADO



LaborLawCenter.com
1-800-745-3970 • Product ID: CO60SP



La ley de Colorado prohíbe la discriminación en el:
EMPLEO
C.R.S. § 24-34-401 y siguientes.

SE CONSIDERÁ UNA PRÁCTICA DISCRIMINATORIA O INJUSTA DE EMPLEO: NEGARSE A CONTRATAR, DESPEDIR, ASCENDER O DEGRADAR DE CATEGORÍA, ACOSAR durante el curso del empleo, o discriminar EN MATERIA DE REMUNERACIÓN, TÉRMINOS, CONDICIONES o PRIVILEGIOS del empleo.

A CAUSA DE: DISCAPACIDAD, RAZA, CREDO, COLOR, SEXO, ORIENTACIÓN SEXUAL, IDENTIDAD SEXUAL, EXPRESIÓN SEXUAL, RELIGIÓN, EDAD, ESTADO CIVIL, ORIGEN NACIONAL o ASCENSO, o, en ciertas circunstancias, MATRIMONIO CON UN COMPAÑERO DE TRABAJO.

ADAPTACIONES RAZONABLES PARA DISCAPACIDADES: Un empleado con discapacidad tiene derecho a una o varias adaptaciones razonables que sean necesarias para desempeñar las funciones esenciales del puesto. Una adaptación no es razonable si hacerla provoca dificultades indebidas para el negocio del empleador.

LEY DE IGUALDAD PARA TRABAJADORAS EMBARAZADAS — C.R.S. § 24-34-402.3 Una empleada con una o varias afecciones médicas relacionadas con el embarazo o la recuperación física del parto tiene derecho a una o varias adaptaciones razonables que sean necesarias para desempeñar las funciones esenciales del trabajo. Una adaptación no es razonable si hacerla provoca dificultades indebidas para el negocio del empleador.

SE PROHÍBEN LAS REPRESALIAS — C.R.S. § 24-34-402(e) Es un acto discriminatorio tomar represalias contra una persona que se opone a una práctica discriminatoria o que participa en una investigación, procedimiento o audiencia de discriminación.

QUEDA PROTEGIDO COMPARTIR INFORMACIÓN SALARIAL — C.R.S. § 24-34-402(l) El empleador no despedirá, disciplinará, discriminará, coaccionará, intimidará, amenazará e interferirá con un empleado o una persona debido a una consulta, divulgación o conversación sobre salarios. El empleador no exigirá a un empleado que renuncie al derecho de revelar información sobre su salario.

LEY CROWN DE 2020: La discriminación basada en la raza incluye la textura del cabello, el tipo de cabello, el largo de pelo o un peinado protector común o históricamente asociado con la raza, como trenzas, locs, twists, espirales o rizos apretados, cornrows, nudos bantus, afros y headwraps. En vigor 9/13/20.

PARA PRESENTAR UNA QUEJA POR DISCRIMINACIÓN, O PARA SOLICITAR MÁS INFORMACIÓN COMUNÍQUESE CON LA DIVISIÓN DE DERECHOS CIVILES DE COLORADO; 1560 BROADWAY, LOBBY WELCOME CENTER, SUITE #110, DENVER, CO 80202

TELÉFONO PRINCIPAL: 303-894-2997; LÍNEA DIRECTA EN ESPAÑOL: 720-432-4294; NÚMERO PARA LLAMAR SIN COSTO: 800-262-4845; V/TDD RELÉ: 711; FAX: 303-894-7830; CORREO ELECTRÓNICO: DORA_CCRD@STATE.CO.US

LAS QUEJAS POR DISCRIMINACIÓN EN EL EMPLEO DEBEN PRESENTARSE DENTRO DE LOS SIGUIENTES TRESCIENTOS (300) DÍAS CONTADOS A PARTIR DE LA FECHA EN QUE OCURRIÓ EL PRESUNTO ACTO DISCRIMINATORIO.

Directora de la División, Aubrey Elenis, Esq.

ccrd.colorado.gov

7/2024



La ley de Colorado prohíbe la discriminación en establecimientos de:
SERVICIO AL PÚBLICO
C.R.S. § 24-34-601 y siguientes.

ESTABLECIMIENTO DE SERVICIO AL PÚBLICO SIGNIFICA: CUALQUIER LUGAR DE NEGOCIOS que se dedica a la VENTA AL PÚBLICO y CUALQUIER LUGAR QUE OFRECE SERVICIOS, INSTALACIONES, PRIVILEGIOS, VENTAJAS, o ADAPTACIONES AL PÚBLICO.

ES PRÁCTICA DISCRIMINATORIA ILEGAL QUE UNA PERSONA DIRECTA O INDIRECTAMENTE: RECHACE, REHÚSE o DENIEGUE a una persona o a un grupo el DISFRUTE PLENO e IGUAL de los BIENES, SERVICIOS, INSTALACIONES, PRIVILEGIOS, VENTAJAS o ADAPTACIONES de un establecimiento de servicio al público

A CAUSA DE: DISCAPACIDAD, RAZA, CREDO, COLOR, SEXO, ORIENTACIÓN SEXUAL, IDENTIDAD DE GÉNERO, EXPRESIÓN DE GÉNERO, ESTADO CIVIL, ORIGEN NACIONAL o ASCENSO.

ANIMALES DE SERVICIO C.R.S. § 24-34-803:

LA DESIGNACIÓN DE ANIMAL DE SERVICIO SE LIMITA A UN PERRO O UN CABALLO EN MINIATURA; LOS ANIMALES QUE SIRVEN COMO APOYO EMOCIONAL NO SON ANIMALES DE SERVICIO. EL PERRO DEBE SER ENTRENADO INDIVIDUALMENTE PARA REALIZAR TAREAS O TRABAJOS RELACIONADOS CON UNA DISCAPACIDAD. LA SIMPLE PRESENCIA DE UN PERRO DESTINADO A DAR APOYO EMOCIONAL, TERAPIA Y/O COMPAÑIA NO BASTA PARA CUMPLIR CON LA DEFINICIÓN DE ANIMAL DE SERVICIO. UNA ENTIDAD NO PUEDE EXIGIR O SOLICITAR UNA LICENCIA, REGISTRO U OTRA DESIGNACIÓN QUE CONFIRME LA CONDICIÓN DE ANIMAL DE SERVICIO. UNA ENTIDAD NO PUEDE HACER LAS SIGUIENTES PREGUNTAS:

1.) ¿ESTE PERRO ES UN ANIMAL DE SERVICIO ENTRENADO INDIVIDUALMENTE PARA REALIZAR TAREAS O TRABAJOS RELACIONADOS CON UNA DISCAPACIDAD?
2.) ¿QUÉ TAREA O TRABAJO ESTÁ EL PERRO ENTRENADO PARA REALIZAR?

UN ANIMAL DE SERVICIO DEBE ESTAR BAJO EL CONTROL SU CUIDADOR EN TODO MOMENTO. EL CUIDADOR ES RESPONSABLE DE LA ATENCIÓN DEL ANIMAL DE SERVICIO, LO QUE INCLUYE EL ASEO, ALIMENTACIÓN Y OTROS CUIDADOS QUE EL PERRO REQUIERA. SE PODRÁ DENEGAR LA ENTRADA DE UN ANIMAL DE SERVICIO SI SU PRESENCIA SUPONE UNA ALTERACIÓN FUNDAMENTAL DE LA NATURALEZA DE LAS OPERACIONES DE LA ENTIDAD Y/O DEL MANTENIMIENTO DE UN AMBIENTE ESTÉRIL. LA SIMPLE PRESENCIA DE UN ANIMAL DE SERVICIO NO CONSTITUYE UNA INFRACTION DEL CÓDIGO SANITARIO. DEBE PERMITIRSE LA ENTRADA DE ANIMALES DE SERVICIO EN COMEDORES Y EN FILAS DE COMIDA DE AUTOSERVICIO. UNA ENTIDAD NO PUEDE COBRAR HONORARIOS POR PERMITIR LA PRESENCIA DE UN ANIMAL DE SERVICIO.

SE PROHÍBEN LAS REPRESALIAS: UNA PERSONA QUE SE OPONE A LA DISCRIMINACIÓN, O QUE PARTICIPA EN LA INVESTIGACIÓN DE LA DISCRIMINACIÓN HA PARTICIPADO EN UNA ACTIVIDAD PROTEGIDA Y LA LEY DE COLORADO PROHÍBE EXPRESAMENTE LAS REPRESALIAS POR PARTICIPAR EN UNA ACTIVIDAD PROTEGIDA.

REGLA 20.4 DE COMISIÓN DE DERECHOS CIVILES: LETREROS DISCRIMINATORIOS EN ESTABLECIMIENTOS DE SERVICIO AL PÚBLICO:

Ninguna persona podrá colocar o permitir que se coloque en ningún establecimiento de servicio al público ningún cartel que diga o implique lo siguiente: "NOS RESERVAMOS EL DERECHO DE DENEGAR EL SERVICIO A CUALQUIER PERSONA" - 3CCR708-1

LEY CROWN DE 2020:

La discriminación basada en la raza incluye la textura del cabello, el tipo de cabello o un peinado protector común o históricamente asociado con la raza, como trenzas, locs, twists, espirales o rizos apretados, cornrows, nudos bantus, afros y headwraps. En vigor 9/13/20.

PARA PRESENTAR UNA QUEJA POR DISCRIMINACIÓN, O PARA SOLICITAR MÁS INFORMACIÓN COMUNÍQUESE CON LA DIVISIÓN DE DERECHOS CIVILES DE COLORADO; 1560 BROADWAY, LOBBY WELCOME CENTER, SUITE #110, DENVER, CO 80202

TELÉFONO PRINCIPAL: 303-894-2997; LÍNEA DIRECTA EN ESPAÑOL: 720-432-4294; NÚMERO PARA LLAMAR SIN COSTO: 800-262-4845; RELÉ: 711; FAX: 303-894-7830; CORREO ELECTRÓNICO: DORA_CCRD@STATE.CO.US; DORA.COLORADO.GOV/CRD

LAS QUEJAS POR DISCRIMINACIÓN EN ESTABLECIMIENTOS DE SERVICIO AL PÚBLICO DEBEN PRESENTARSE DENTRO DE LOS SESENTA (60) DÍAS POSTERIORES A LA FECHA EN QUE OCURRIÓ EL PRESUNTO ACTO DISCRIMINATORIO.

Directora de la División, Aubrey Elenis, Esq.

ccrd.colorado.gov

9/2021

AVISO SOBRE DÍAS DE PAGA

En concordancia con 8-4-107, C.R.S.: Todo empleador deberá publicar y mantener publicado en un lugar visible en el lugar de trabajo, de ser posible, o en cualquier otro lugar que puedan ver los empleados al ir y venir a su trabajo, o en la oficina o agencia más cercana para el pago del empleado, un aviso que especifique de los días de paga regular y la hora y lugar de pago, en concordancia con la sección 8-4-103, y también cualquier cambio relacionado con éstos que pueda surgir de vez en cuando.

Los períodos de pago no pueden extenderse por más de un mes calendario o 30 días, sea cual sea el más largo. Los días de pago deben ocurrir antes de 10 días después del cierre de cada período de pago. 8-4-103, C.R.S.

A LOS EMPLEADOS SE LES PAGARÁ EN DÍAS DE PAGA REGULAR ASÍ:

HORA: _____ LUGAR: _____

Este formato es suministrado por cortesía de la División de Normas y Estadísticas Laborales de Colorado. Se aceptan otros avisos de días de pago siempre y cuando contengan los elementos e información requerida por 8-4-107, C.R.S.

NOTICE TO WORKERS

YOU HAVE THE RIGHT TO BE:

- Properly classified as an employee or an independent contractor ■ Paid accurately and timely for the services you perform

There are resources available to you if you believe you are being subject to improper classification or inaccurate payment practices by your employer. For more information, go to [WorkRight.cde.co](#).

Employers are required to follow the law when paying hourly wages, overtime, and properly covering you for unemployment insurance and workers' compensation purposes. As a worker, you have certain rights as an employee vs. independent contractor.

Improper classification (often called misclassification) of employees as independent contractors and other labor law violations create many problems, both for law-abiding businesses and for workers in Colorado.

If you believe you have been **improperly classified** as an independent contractor and are really performing duties that fit the criteria of an employee, visit [colorado.gov/cde/TipForm](#), or call us at 303-318-9100 and select Option 4. To be classified as an employee, you must meet the criteria in Colorado Revised Statute 8-70-115. You can read the law online and find out more at [coloradolife.gov/ProperClassification](#).

As an employee, you are entitled to unemployment insurance benefits if you become unemployed through no fault of your own. **Your employer contributes to unemployment insurance and cannot deduct this from your wages.**

If you become unemployed and wish to file for unemployment insurance benefits, go to [coloradolife.gov](#) and click on File a Claim. If your hours of work and pay are reduced, you may be entitled to partial unemployment benefits.

If you cannot access a computer, call one of the following numbers: 303-318-9000 (Denver-metro area) or 1-800-388-5515 (outside Denver-metro area); hearing impaired 303-318-9016 (TDD Denver-metro area) or 1-800-894-7730 (TDD outside Denver-metro area).

EMPLOYERS ARE REQUIRED BY LAW TO POST THIS NOTICE

Colorado Employment Security Act, 8-74-101(2); *Regulations Concerning Employment Security 7.3.1 through 7.3.5*

Employers can download copies of this poster at [coloradolife.gov/employer](#), then click on Forms / Publications.

AVISO A LOS TRABAJADORES

USTED TIENE EL DERECHO DE:

- Estar correctamente clasificado como un empleado o un contratista independiente.
- Ser pagado correctamente y puntualmente por los servicios que realiza.

Hay recursos disponibles para usted si cree que está sujeto a una clasificación incorrecta o prácticas de pago incorrectas por parte de su empleador. Para obtener más información, visite [WorkRight.cde.co](#).

Los empleadores están obligados a cumplir con la ley al pagar salarios por hora, horas extras, y que lo cubra adecuadamente para propósitos del seguro de desempleo y compensación de trabajadores. Como trabajador usted tiene ciertos derechos, sea como empleado o contratista independiente.

La clasificación incorrecta de los empleados como contratistas independientes y otras violaciones de la ley laboral crean muchos problemas, tanto para las empresas que respetan la ley y para los trabajadores en Colorado.

Si cree que ha sido **clasificado incorrectamente** como un contratista independiente y realmente está desempeñando labores que encajan con los criterios de un empleado, visite [colorado.gov/cde/TipForm](#), llámenos al 303-318-9100 y presione la Opción 4. Para ser clasificado como empleado, debe cumplir con el criterio del Estatuto Revisado de Colorado (Colorado Revised Statute) 8-70-115. Puede leer la ley en línea (sólo en inglés) y obtener más información en [coloradolife.gov/ProperClassification](#).

Como empleado, usted tiene derecho a beneficios de seguro de desempleo al quedar sin empleo, y sin que haya sido su culpa. **Su empleador contribuye al seguro de desempleo y no puede deducirlo de su salario.**

Si se queda sin empleo y desea solicitar beneficios de seguro de desempleo, vaya a [coloradolife.gov](#) y haga clic en File a Claim. Si sus horas de trabajo y sueldo han sido reducidas, usted tiene derecho a beneficios parciales de desempleo.

Si no puede acceder a una computadora, llame a uno de los siguientes números: 303-318-9333 (área metropolitana de Denver) o 1-866-422-0402 (fuera del área metropolitana de Denver); personas con dificultades auditivas 303-318-9016 (TDD Denver-metro area) o 1-800-894-7730 (TDD fuera del área de Denver-metro).

POR LEY EL EMPLEADOR ESTÁ OBLIGADO A PUBLICAR ESTE AVISO

Colorado Employment Security Act (Ley de Seguridad de Empleo de Colorado), 8-74-101 (2); *Regulations Concerning Employment Security (Reglamentos Relativos a la Seguridad de Empleo), 7.3.1 a 7.3.5*

Los empleadores pueden descargar copias de este póster en [coloradolife.gov/employer](#), luego hacer clic en Forms / Publications.



COLORADO
Department of
Labor and Employment

IT STARTS WITH YOU
Building a better Colorado

LABOR LAW POSTER



SALARIO DE COLORADO Y DERECHOS DE HORAS Y RESPONSABILIDADES: PÓSTER Y AVISO DE ORDEN COMPS (ESTÁNDARES DE HORAS EXTRAS Y PAGO MÍNIMO DE COLORADO)

Vigente a partir del 1/1/2025
Utilice la nueva versión publicada cada diciembre

Salario mínimo de Colorado: \$14.81 por hora en 2025, actualizado anualmente (Regla 3 de COMPS)

- Debe pagar al menos el salario mínimo por todo el tiempo trabajado, ya sea por hora, salario, comisión, pieza producida, etc.
- Utilice el salario mínimo más alto aplicable: [ColoradoLaborLaw.gov](#) enumera todos los salarios mínimos locales
- Se permite un salario mínimo del 15% más bajo para los menores no emancipados, pero no para algunos salarios mínimos locales

Horas extras: 1½ veces la tarifa regular después de las 40 horas de trabajo semanales, o 12 horas diarias o consecutivas (Regla 4)

- No se puede dar tiempo libre en lugar del pago de horas extras; no se pueden promediar las semanas (o días) de horas extras y horas regulares
- Agrícola: Horas extras después de las 48 horas de trabajo (56 en algunos sitios con alta estacionalidad); descansos adicionales y pago en días largos
- Algunos trabajos (no todos) en los sectores de la salud, el esquí y los vehículos pesados están exentos parcial o totalmente (Reglas 2.3-2.4)

Periodos para comer: 30 minutos ininterrumpidos y libres de obligaciones, en turnos superiores a 5 horas (Regla 5.1)

- Solo puede ser sin pago para los empleados que estén completamente relevados de sus funciones y a los que se les permite realizar actividades personales.
- Si el trabajo no permite períodos para comer ininterrumpidos: debe permitirse comer durante el trabajo durante tiempo remunerado.
- En la medida de lo posible, los períodos de comida deben ser al menos 1 hora después de comenzar los turnos y 1 hora antes de finalizarlos.

Periodos de descanso: 10 minutos, pagados, cada 4 horas (Regla 5.2)

#Horas Trabajadas:	hasta 2 >2, hasta 6 >6,