

Rhode Island Department of Labor and Training (DLT) Notice to All Employees - Information Employers Must Post



Attention Employees - MINIMUM WAGE - Rhode Island

Effective JANUARY 1, 2025 - THIS LAW PROVIDES

HOURLY MINIMUM WAGE FOR ALL EMPLOYEES

EXCEPT:	Full-time students under 19 years of age working in a non-profit religious, educational, librarial or community services organization.	\$15.00 \$12.60 (90% of Minimum Wage)
	Minors 14 and 15 years of age working not more than 24 hours in a week.	\$10.50 (75% of Minimum Wage)
	Employees receiving gratuities (as of Jan. 1, 2017):	\$3.89

Overtime Pay - At least 1½ times the regular rate of pay for all hours worked over 40 in any one workweek. The law contains exemptions from minimum wage and/or overtime pay requirements for certain occupations or establishments.

Mandatory Nurse Overtime - a hospital may not require certain nurses and certified nurse assistants to work overtime except in an unforeseeable emergency.

Minimum Shift Hours - Employees requested or permitted to report for duty at the beginning of a work shift must be provided with 3 hours work or 3 hours wages. Retail establishment employees must be provided with 4 hours work on Sundays and Holidays.

Child Labor - Employees must be at least 16 years old to work in most nonfarm jobs and 18 to work in nonfarm jobs declared hazardous by the U.S. Secretary of Labor. Youths 14 and 15 may work, with a special permit issued by local school officials, in various jobs outside school hours under certain conditions. Different rules apply to agriculture employment.

Enforcement - DLT may bring criminal action against any employer who pays substandard wages to an employee, and may seek, upon conviction, a penalty up to \$500 and/or imprisonment of up to 90 days. Each week an employer fails to pay the applicable minimum wage constitutes a separate violation.

Any employer who hinders or delays the DLT Director or authorized representative in the performance of duties in the enforcement of the law; refuses to admit the Director or said representative to any place of employment; fails to make, keep, and preserve, any records as required; falsifies any such record; refuses to make such record accessible to the Director or said representative upon demand; or refuses to furnish a sworn statement of such record or any other information needed for the proper enforcement of this law, shall be deemed in violation and subject to a fine of up to \$500. Each day such violation occurs constitutes a separate offense.

Visit www.dlt.ri.gov/ls or call (401) 462-WAGE (9243) for more information.

DLT-L-58 (Rev. 1/2019)

Prevailing Wage for work on State/Municipal Financed Construction Project

Prevailing Wage - Workers must not be paid less than the Davis Bacon wage rate for each trade listed on the Wage Determination schedule posted with this notice. **Overtime** rate applies when working over 8 hours a day or 40 hours a week. **Apprentice** rates apply only to properly registered apprentices in approved state apprenticeship programs.

Workers who do not receive **Proper Pay** may file a complaint with the DLT; claims will be investigated. Contact the Prevailing Wage Unit at (401) 462-8580, option #7 for more information. RI General Law §37-13-17 also provides for a private right of action to collect wages and benefits. DLT-L-39 (Rev. 1/2018)

RHODE ISLAND PARENTAL AND FAMILY MEDICAL LEAVE ACT

Employers with 50 or more employees must grant an unpaid leave of absence upon the request of an eligible employee, for 13 consecutive weeks in any two calendar years, under certain conditions.

Employees are Eligible to apply for leave if they work full-time, an average of 30 hours or more per week and have been employed continuously for at least 12 months.

Purpose of Leave - Under the Act, the leave must be for one or more of the following reasons:

1. Birth of a child of an employee.
2. Placement of a child 16 years of age or less with an employee in connection with the adoption of such child by the employee.
3. "Serious illness" of the employee or the employee's parent, spouse, child, mother-in-law, or father-in-law. (Serious Illness is defined to mean a disabling physical or mental illness, injury, impairment or condition that involves in-patient care in a hospital, nursing home, hospice or out-patient care requiring continuing treatment or supervision by a health care provider).

Requests for Leave - To be entitled to the leave, the employee must give at least 30 days notice of the intended date upon which the requested leave is to begin and end, unless prevented by medical emergency from doing so. Employees may be requested to provide written certification from the physician of the person who is the reason for the leave request, which certification shall specify the probable duration of the requested leave.

School Involvement Leave - An employee who has been employed for 12 consecutive months is entitled to 10 hours of leave during any 12-month period to attend school conferences or other school-related activities for a child of whom the employee is the parent, foster parent, or guardian. A notice of 24 hours prior to the leave must be given to the employer by the employee. The leave is not required to be paid; however, an employee may substitute any accrued paid vacation leave or other appropriate paid leave.

Use of Sick Leave by Adoptive Parent - Any employer who allows sick time or sick leave of an employee to be used after the birth of a child shall allow the same time to be used for the placement of a child 16 years of age or less with an employee in connection with the adoption of the child by the employee.

Continuation of Health Benefits - Prior to the commencement of leave, the employee must pay his employer a sum equal to the premium required to maintain the employee's health benefits in force during the period of leave, which sum is required to be returned to the employee within 10 days following return to work.

Return from Leave - Employees who are granted leave under the Act are entitled to be restored to the position held when the leave commenced, or to a position with equivalent seniority, status, employment benefits, pay and other terms and conditions of employment, including all fringe benefits and service credits that the employee had been entitled to at the commencement of the leave.

Prohibited Acts - It is unlawful for any employer to interface with, restrain or deny employees the rights provided under the Act. Any discrimination or disciplinary action taken against an employee for exercising these rights under the Act, or for opposing any practice made unlawful by the Act, is also prohibited.

Enforcement - Alleged violations of the Act may be complained of (1) in a civil action brought by an employee, (2) by a complaint filed with the DLT Director. Civil penalties are provided for violations of the Act or any order issued by the Director of Labor and Training.

(Rev. 01/2018)

HEALTHY AND SAFE FAMILIES and WORKPLACES ACT

Pursuant to RI General Law §28-57, you are entitled to sick and safe leave to address your own health and safety needs as well as those of your family. This leave may or may not be paid depending on the size of your employer and other factors as detailed in the law.

Visit www.dlt.ri.gov/wrs or call (401) 462-WAGE (9243) for more information.

(Rev. 1/2018)

You Are Protected under Provisions of the RI EMPLOYMENT SECURITY ACT and the TEMPORARY DISABILITY INSURANCE ACT

UNEMPLOYMENT INSURANCE BENEFITS

If you become totally/partially unemployed:

1. File your claim for benefits with the DLT the same week you are unemployed or working reduced hours.
2. File your claim online at www.dlt.ri.gov/ui or by telephone at (401) 243-9100. Visit www.dlt.ri.gov/ui for hours of operation. For more information, visit www.dlt.ri.gov/ui or call (401) 243-9100.
3. Monday is a high-volume telephone day; you may prefer to file your claim later in the week. You will need your Social Security number and name, address and telephone numbers of your employers for the last two years. If you are not a U.S. citizen, your alien registration number is required.
4. To collect unemployment benefits, the law requires that you must:
 - a. Be unemployed through no fault of your own,
 - b. Have earned minimum qualifying wages while you were working,
 - c. Be physically able to work, available for work, and actively seeking work, and
- d. Register for work with DLT.

TEMPORARY DISABILITY INSURANCE BENEFITS

Eligible for TDI Benefits - If you have become ill or injured and meet all of the requirements, you may be entitled to receive benefits:

1. You are unemployed due to illness, surgery, or injury for a minimum of seven consecutive days or more, and
2. You are under the care of an approved Qualified Health Care Provider and
3. You have a timely exam: an in-office physical exam the week within the calendar week in which the first day of unemployment due to sickness occurs or within the calendar week prior or subsequent thereto.
4. You earned enough qualifying wages during the base period to be monetarily eligible.

Eligible for Temporary Caregiver Insurance Benefits - If you are caring for a seriously ill: child, spouse, parent, parent in-law, grandparent, domestic partner or you are bonding with a newborn child, adopted child or foster child within the first 12 months of parenting; you may be eligible to receive benefits if you meet the following requirements:

1. You are unemployed because you are caring for a seriously ill family member or bonding with a child and
2. You provide the department with the required medical evidence of the seriously ill family member and your need to care for him/her or the required proof of parent child relationship for bonding claims and
3. You earned enough in qualifying wages to be monetarily eligible.

To Apply - Complete a TDI/TCI application. TDI claims must be filed within 90 days of the first week out of work due to illness. The DLT Director may extend this period up to 26 weeks if the individual can show a good medical reason for the delay in filing. TCI claims must be filed within 30 days after the first day of leave is taken for reasons of bonding or caregiving. TDI/TCI application may be obtained online at www.dlt.ri.gov/tci or call (401) 462-8420, Option #1 to request an application be mailed to you. For more information, visit www.dlt.ri.gov/tci or call (401) 462-8420.

NOTE: You may be entitled to a refund of a portion of your contributions if during the calendar year TDI contributions were deducted from your pay by more than one employer. Information may be obtained regarding a refund by calling (401) 574-8700 or writing to the RI Division of Taxation, Employer Tax Section, One Capitol Hill, Suite 36, Providence, RI 02908-5829.

EMPLOYMENT AND TRAINING SERVICES

If you need help finding a job, DLT offers free employment and training related services including:

1. Job referral and placement services.
2. Resource rooms with a wide range of employment and training resources.
3. Career counseling and testing to help assess aptitudes and interests.
4. Internet access for employment and training information.
5. Job Search workshops to help you develop interviewing skills.
6. Résumé writing seminars to help you create an effective résumé and cover letter.

Visit dlt.ri.gov for a location near you. You can access many services online at www.employri.org.

DLT-TX-6 (Rev. 1/2019)

WORKERS' COMPENSATION ACT of the State of Rhode Island

Workers' Compensation Insurance Company: _____

Adjusting Company: _____

Telephone: _____ Policy Effective Date: _____

In accordance with RI General Law §28-32-1, employers must report to the DLT Director every personal injury sustained by an employee if the injury incapacitates the employee from earning full wages for at least 3 days or requires medical treatment, regardless of the period of incapacity. If the injury proves fatal, the report must be filed within 48 hours. If not fatal, the report shall be made within 10 days of the injury.

An injured employee shall have freedom to choose medical treatment initially. The employee's first visit to any facility under contract or agreement with the employer or insurer to provide priority care shall not be considered the employee's initial choice. For more information, call the Education Unit at (401) 462-8100, press #1. If you suspect fraud, contact the Fraud Prevention Unit at (401) 462-8100, press #7.

DWC-8 (Rev. 1/2013)

BAN-THE-BOX

Pursuant to RI General Law §28-6.14-1, it is unlawful for an employer to include on a job application any questions regarding whether an applicant has ever been arrested, charged with or convicted of any crime. Limited exceptions exist for law enforcement agencies and related positions. Employers in violation of this law may be fined between \$100-\$500 per offense.

Visit www.dlt.ri.gov/ls or call (401) 462-WAGE (9243) for more information.

(Rev. 1/2018)

RHODE ISLAND RIGHT-TO-KNOW Ignoring This Poster Can Be Hazardous To Your Health

Under the RI Right-To-Know Law, your employer must tell you about the dangers of any hazardous substances in your workplace. You have a right to know:

- the common name or trade names of the substance, including the chemical name;
- the level at which exposure to the substance is hazardous, if known;
- the effects and symptoms of exposure at hazardous levels;
- the potential for flammability, explosion and reactivity of the substance;
- appropriate emergency treatment;
- proper procedures for the safe use of and exposure to the substance;
- proper protective equipment for safe use; and
- procedures for clean-up of leaks and spills.

Your employer must provide you with the above information. If he or she has not, make sure you ask about it. Your company representative is: _____

The Right-To-Know Law was created to protect you. Visit <http://www.dlt.ri.gov/occusafe> or call (401)462-8570, option #4 for more information.

"Because not knowing about the hazardous substances you work with is the greatest hazard of all."

DLT-L-47 The RI Right-To-Know Law (Rev. 1/2018)

RI General Laws §28-29-13, §28-44-38 and §28-41-15 state that these notices **must be posted and maintained in conspicuous places where workers are employed.** Fines may be imposed for noncompliance.

DLT is an equal opportunity employer/program, auxiliary aids and services are available on request to individuals with disabilities. TTY via RI Relay 711

12/2024

Aviso Para LOS EMPLEADOS - Información que los empleadores deben publicar

Atención Empleados – SALARIO MÍNIMO – Rhode Island

EFFECTIVO 1/1/2025 Esta ley indica
SALARIO MÍNIMO PARA TODOS LOS EMPLEADOS

\$15.00

EXCEPCIÓN: Estudiantes a tiempo completo menores de 19 años de edad que trabajen en \$12.60

una organización sin fines de lucro con religioso, educativo, (90% del Salario Mínimo)
biblioteca o una organización de servicios comunitarios.

Menores de **14 y 15** años de edad que trabajen No más de 24 horas a la semana **\$10.50**
(75% del Salario Mínimo)

Los empleados que reciben propinas (A partir del 1 de enero de 2017): **\$3.89**

Pago Por Horas Extras - Al menos 1½ veces la tasa de pago regular para todas las horas trabajadas más de 40 en cualquier semana laboral. La ley contiene exenciones del salario mínimo y / o los requisitos de pago de horas extras para ciertas ocupaciones o establecimientos.

Tiempo extras obligatorio Para las enfermeras - los Hospitales talvez no sea un requerimiento que las enfermeras certificadas acudan a trabajar tiempo extras con excepcion por un cumplimiento o circunstancias por emergencias.

Horas minimas en un horario - Los empleados solicitados o permitidos para presentarse al servicio al comienzo de un turno de trabajo deben recibir 3 horas de trabajo o 3 horas de salario. Los empleados del establecimiento minorista deben recibir 4 horas de trabajo los Domingos y días Festivos.

Trabajo Para Menores - Los empleados deben tener al menos 16 años para trabajar en la mayoría de los trabajos no agrícolas y 18 para trabajar en trabajos no agrícolas declarados peligrosos por la Secretaría de Trabajo. Los jóvenes de 14 y 15 años pueden trabajar, con un permiso especial emitido por funcionarios escolares locales, en diversos trabajos fuera del horario escolar bajo ciertas condiciones. Se aplican diferentes reglas al empleo agrícola.

Hacer cumplir - DLT puede tomar acción criminal, en contra de cualquier empleador que tenga deficiente salarios contra un empleado y puede haber una penalidad hasta de \$500.00, o una condena en la cárcel hasta 90 días. Por cada semana que el empleador falle y no pague los salarios debidos, contribuye a una violación separada.

Cualquier empleador que obstaculice o retrase al Director o representante autorizado de DLT en el desempeño de sus deberes en la aplicación de la ley; se niega a admitir al Director o dicho representante en cualquier lugar de empleo; no puede hacer, mantener y preservar ningún registro según sea necesario; falsifica cualquier registro de ese tipo; se niega a poner ese registro a disposición del Director o dicho representante a pedido; o se niega a proporcionar una declaración jurada de dicho registro o cualquier otra información necesaria para la aplicación adecuada de esta ley, se considerará en violación y sujeto a una multa de hasta \$500. Cada día que ocurre una violación constituye una ofensa separada.

Visite www.dlt.ri.gov/ls o llamar (401) 462-9243 para más información.

DLT-L-58 (Rev. 1/2019)

Salario prevaleciente para el trabajo en proyectos de construcción financiados por el estado/municipal

Salarios Prevaleciente - Se le debiera de pagar no menos de lo que la tarifa de salario ha estipulado en la lista publicada (Davis-Bacon) en este aviso por cada tipo de trabajo que Ud. realice. La tasa de horas extras se aplica cuando se trabaja más de 8 horas al día o 40 horas a la semana. Las tarifas de aprendiz se aplican solo a aprendices debidamente registrados en programas estatales de aprendizaje aprobados.

Los trabajadores que no reciben el pago adecuado pueden presentar una queja ante el DLT; los reclamos serán investigados Comuníquese con la Unidad de Salarios Prevalecientes al (401) 462-8580, opción # 7 para obtener más información. La Ley General de RI §37-13-17 también establece un derecho privado de acción para cobrar salarios y beneficios.

DLT-L-39 (Rev. 1/2018)

RHODE ISLAND LEY DE PÉRDIDAS MÉDICAS PARA PADRES Y FAMILIAS

Los empleados con 50 o más empleados deben conceder una falta de una solicitud de un solicitante de un empleado, para 13 semanas consecutivas en cualquier período de dos años, bajo ciertas condiciones.

Empleados Elegibles - Son elegibles los empleados que solicitan permiso, siempre y cuando sean empleados a tiempo completo, que trabajen un promedio de 30 horas semanales o más y que hayan estado empleados continuamente por lo menos 12 meses.

Propósito del Permiso - Bajo la Ley, el deber debe ser para uno o más de los siguientes motivos:

1. El nacimiento de su hijo (a).
2. Para reubicar a un menor de 16 años por motivo de adopción por el empleado
3. "Una enfermedad grave" del empleado o un familiar como: padres, esposa (o), hijos, suegros. (Se define enfermedad grave a la incapacidad física o mental, que la condición de la enfermedad implica el cuidado del paciente en el hospital, clínica de reposo, hospicio o en su hogar pero que requiere un tratamiento continuo o la supervisión por una persona con certificado oficial del Departamento de Salud.)

Solicitud Para Permiso - Para tener derecho a un permiso de ausencia en el trabajo el empleado debe de solicitarlo por lo menos 30 días antes de la fecha prevista con indicación específica de las fechas solicitadas, a menos que sea una emergencia médica. Los empleados deben de suministrar un certificado médico de la persona por la cual solicita el permiso, ese certificado debe de especificar el tiempo requerido.

Permiso Relacionado Con la Escuela - Todo empleado que ha permanecido 12 meses consecutivos en su trabajo, tiene derecho a 10 horas para ser usadas como ausencia del trabajo por motivo de la escuela de sus hijos, ya sean estas conferencias o actividades en la escuela, estan incluidos padres, padrastos, padres adoptivos o empleados que tengan tutela legal de un niño (a). Este debera de avisar a su empleador 24 horas antes de su salida. Este tiempo no tiene que ser pagado, pero el empleado podria usar el tiempo acumulado de vacaciones o otros pagos relacionados para el permiso solicitado.

Permiso de Enfermedad de Padres - Cualquier empleador que da a su trabajador tiempo por enfermedad o salida por enfermedad para ser usado después de que nace un niño debe de otorgar el mismo tiempo a otro empleado que lo solicite para la reubicación de un niño de 16 años o menor para los fines de adopción que tenga dicho empleado.

Continuación de los beneficios de salud - Antes de inicio de su salida, el empleado tendra que pagar a su empleador la suma equivalente para la continuación de los beneficios médicos durante el tiempo de ausencia, esta suma se devolvera al empleado en un plazo de 10 días después que el empleado haya regresado a su trabajo.

Retorno Después de Una Ausencia - A todo empleado que haya salido con permiso se le retornara su posición anterior o un equivalente a su trabajo anterior incluyendo su antigüedad, categoría en el trabajo, beneficios, pagos y otros terminos y condiciones de empleo, incluyendo todos los beneficios complementarios y servicios de crédito que el empleado tenía antes de salir con permiso.

Prohibido Por Ley - La ley prohíbe que el empleador se entrometiese, refrene o niegue los derechos proporcionados por la ley al empleado. Cualquier discriminación o acción disciplinaria contra el empleado por haber ejercido sus derechos dentro de la ley o cualquier tipo de opocisión es considerada ilegal y por lo tanto prohibida.

El Cumplimiento de la Ley - Las presuntas violaciones de la Ley pueden ser denunciadas por (1) en una acción civil iniciada por un empleado, (2) por una queja presentada ante el Director de DLT. Se prevén sanciones civiles por infracciones de la Ley o cualquier orden emitida por el Director de Trabajo y Entrenamiento.

(Rev.1/2018)

LEY DE TRABAJO PARA FAMILIAS SANAS Y SEGURAS

Conforme a la Ley General de RI 28-57, usted tiene derecho a una licencia por enfermedad y seguridad para abordar sus propias necesidades de salud y seguridad, así como las de su familia. Esta licencia puede ser o no ser pagada dependiendo del tamaño del empleador y otros factores detallados en la ley. Visite www.dlt.ri.gov/wrs o por teléfono al (401) 462-9243 para más información.

(Rev.1/2018)

Ud. Es Protejido Bajo el Suministro del Acta de la Ley de Seguridad de Empleo y por el Acta de la Ley de Seguridad Temporal por Incapacidad del Estado de RI

BENEFICIOS DEL SEGURO DE DESEMPLEO

Si queda total o parcialmente desempleado:

1. Llene su reclamo de beneficios con el DLT durante la misma semana que se encuentra desempleado o si sus horas de trabajo han sido reducidas.
2. Usted puede presentar su reclamación en línea en www.dlt.ri.gov o por teléfono al (401) 243-9100. Por favor visite www.dlt.ri.gov/ui para horas de operación. Para obtener información adicional, visite www.dlt.ri.gov/ui o llame al (401) 243-9100.
3. El lunes es un día de alto volumen de teléfono, puede que prefiera presentar su reclamo más tarde en la semana. Usted necesitará su número de Seguro Social y nombre, dirección y números de teléfono de sus empleadores durante los últimos dos años. Si usted no es ciudadano de EE.UU., se requiere su número de registro de extranjeros.
4. Para recoger los beneficios de desempleo, la ley exige que:
 - a. Usted debe estar desempleado por causas ajenas a su cuenta
 - b. Usted debe haber ganado los salarios mínimos de calificación, mientras que estaba trabajando,
 - c. Usted debe ser físicamente capaz de trabajar, disponible para trabajar y buscando trabajo activamente, y
 - d. Usted debe registrarse para trabajar con la oficina de netWorkri del Departamento de Trabajo y Entrenamiento.

SEGURO TEMPORAL DE BENEFICIOS POR INCAPACIDAD

Elegible para los beneficios de TDI - Si Ud. esta enfermo o lesionado y llena los siguientes

1. Si Ud. esta desempleado por enfermedad o lesionado por siete días consecutivos o más, y
2. Ud. tiene que estar bajo el cuidado de un profesional de medicina calificado, y
3. Su enfermedad o lesión ocurrió en los últimos cincuenta y dos semanas, y
4. Ud. tuvo ganancias salariales suficientes para hacerlo elegible.

Elegible para beneficios de seguro de cuidador temporal - Si usted está cuidando de alguien seriamente enfermo, puede ser: crianza, esposo/a, padres, suegros, abuelos, compañero domestico o si se está adaptando con el bebé recién nacido, adoptado, niño foster dentro de los primeros 12 meses de ser padres; usted puede ser elegible para recibir beneficios si usted reúne los siguientes requisitos:

1. Usted está desempleado porque está cuidando a un miembro de su familia que está seriamente enfermo o si se está adaptando a su bebé y
2. Usted proporcionó al Departamento con evidencia médica requerida de el miembro de su familia seriamente enfermo y usted necesita cuidarlo/a o de la prueba requerida de la relación de padre a hijo para los casos de adaptación y
3. Usted ganó suficientes ganancias de dinero para ser elegible monetariamente.

Cómo Aplicar - Solicite beneficios llenando la solicitud de TDI / TCI. Las reclamaciones de TDI deben presentarse dentro de los 90 días de la primera semana de ausencia de trabajo debido a una enfermedad. El Director de DLT puede extender este período hasta 26 semanas si el individual puede demostrar una buena razón médica por el retraso en la presentación. Las reclamaciones de TCI deben presentarse dentro de los primeros 30 días después del primer día de ausencia del trabajo debido a la vinculación o cuidado. La solicitud de TDI / TCI se puede obtener en línea en www.dlt.ri.gov/tdi. O llame al (401) 462-8420, Opción # 1 para solicitar que se le envíe una solicitud por correo. Para información adicional, visite www.dlt.ri.gov/tdi o llame al (401) 462-8420.

Nota: Ud. puede tener derecho al reembolso de una porción de sus contribuciones; si durante el año las contribuciones del TDI fueron deducidas de sus pagos por más de un empleador. Puede llamar al (401) 574-8700 para más información necesaria sobre este reembolso, o escribiendo a la División de Impuestos de RI, Sección de Impuestos del Empleador: One Capital Hill, ste 36, Providence, RI 02908-5829.

SERVICIOS DE EMPLEO Y ENTRENAMIENTO

Si necesita ayuda para buscar trabajo, el DLT ofrece servicios gratuitos relacionados con el empleo y entrenamiento.

1. Servicios de referencias y ubicación de trabajo.
2. Salones equipados con todo tipo de recursos para la búsqueda de trabajo o entrenamiento.
3. Asesoramiento sobre Carreras y exámenes que le ayudaran a medir sus aptitudes e intereses.
4. Acceso al Internet para solicitar información acerca de empleos o información para entrenamiento.
5. Talleres para ayudarlo a desarrollar sus habilidades en las entrevistas con posibles empleadores.
6. Seminarios sobre el desarrollo de su Curriculum escrita y la Carta de presentación que en ella se incluye. Visite dlt.ri.gov para una ubicación cerca de usted. Puede acceder a muchos servicios en línea en www.employri.org.

DLT-TX-6 (Rev. 1/2019)

EL ACTA DE LA LEY DE COMPENSACIÓN DEL TRABAJADOR EN EL ESTADO DE RHODE ISLAND

Compañía de Seguros para Compensación del Trabajador: _____

Compañía Asegurada: _____

Teléfono: _____ Fecha Efectiva de la Póliza: _____

De acuerdo con la ley general de RI §28-32-1, el empleador debe de hacer un reporte al DLT Director por cada lesión personal ocurrida a un empleado, si esta lesión incapacita al empleado de recibir sus ganancias completas por lo menos de 3 días o si necesita tratamiento médico, durante el periodo de incapacidad. Si se prueba que la lesión es fatal, el reporte debe de ser llenado en el plazo de 48 horas. De lo contrario el informe puede ser llenado en el plazo de 10 días después de la lesión.

Todo empleado lesionado sera libre de elegir el tratamiento médico desde un inicio. La primera visita a un centro de salud que el empleado haga, ya sea por contrato o acuerdo con el empleador debido a las circunstancias, no sera, considerado como la primera elección del empleado. Para más información acerca de los procedimientos y beneficios de Compensación del Trabajador, llame a la Unidad de Educación al: 401) 462-8100, opción #1. Si usted sospecha fraude llame el Fraude Prevention Unit a 462-8100 opción #7

(Rev. 1/2018)

PROHIBIR LA CASILLA

Conforme a la Ley General 28-6-14-1, Es ilegal para un empleador incluir en una aplicación de empleo cualquier pregunta con respeto a si un solicitante ha sido arrestado, acusado o condenado en cualquier momento. Existen excepciones limitadas para agencias del orden público y puestos relacionados. Empleadores en violación de esta ley pueden ser multados entre \$100-\$500 por ofensa. Visite www.dlt.ri.gov o por telefono (401) 462-9243 para más informacion.

(Rev. 1/2018)

DERECHO A SABER

Ignorar Este Aviso Puede Poner En Peligro Su Salud

Bajo la Ley de Derecho a Saber de RI, su empleador debe informarle sobre los peligros de cualquier sustancia peligrosa en su lugar de trabajo. Tienes el derecho de saber:

- Los nombres usados comercialmente para dichas sustancias, incluyendo los nombres quimicos de tales;
- el nivel de peligro que por dicha exposición podría causarle, Si son conocidos los síntomas
- efectos a la exposición en sus diferentes niveles de peligro;
- la posible amenaza por inflamación, explosión y reactividad de la sustancia;
- tratamiento de emergencia apropiado;
- procedimientos precisos de seguridad para su uso y exposición de dichas sustancias peligrosas;
- equipo apropiado de seguridad para su uso;
- y procedimientos específicos para limpiar cuando dichas sustancias son derramadas, se filtran o gotean.

Su empleador debe de proporcionarle a Ud. esta información ya mencionada. Si no lo ha hecho, asegurese Ud. de solicitarla. El representante de su compañía es _____

La ley del Derecho de Saber o Conocer fue creada para protegerlo. Visite www.dlt.ri.gov/occurafe o por teléfono al (401) 462-8570, opción #4 para más informacion.

"Porque ignorar acerca de estas sustancias peligrosas con las cuales Ud. trabaja es lo más peligroso que puede pasarle."

DLT-L-47 Os Ri Direito-À-Sabem A Lei (Rev. 1/2018)

Las Leyes Generales de RI §28-29-13, §28-44-38 and §28-41-15 sdeclaran que estos avisos deben ser publicados y mantenidos en lugares conspicuos donde los trabajadores están empleados. Se pueden imponer multas por incumplimiento.

DLT es un empleador / programa de igualdad de oportunidades, se ofrecen ayudas y servicios auxiliares a personas con discapacidades. TTY a través del RI Relay 711

12/2024

**THE RHODE ISLAND COMMISSION
FOR HUMAN RIGHTS (RICHR) AND
THE EQUAL EMPLOYMENT OPPOR-
TUNITY COMMISSION (EEOC)
ENFORCE THE LAWS FORBIDDING
SEXUAL HARASSMENT.**

.....

**What do I do if the harassment
persists or I am otherwise unsat-
isfied with how my employer
handled my complaint?**

File a charge with the RICHR. If the charge falls within federal jurisdiction, it may be co-filed with the EEOC.

You may request an Intake Questionnaire (IQ) by calling the RICHR by phone, visiting in person, or visiting the RICHR website. Our contact information is listed on the back of this brochure.

Generally, a charge must be filed within one year of the most recent act of harassment.

**What if my employer takes ac-
tion against me for complaining
about sexual harassment?**

This is called retaliation and it is illegal. Both federal and state laws prohibit retaliating against anyone because they complained about sexual harassment or filed a charge alleging sexual harassment.

They also prohibit retaliating against anyone because they have testified or otherwise assisted in any investigation, hearing, or proceeding involving a complaint of sexual harassment.

**RHODE ISLAND
COMMISSION
FOR HUMAN RIGHTS**

180 WESTMINSTER STREET
3RD FLOOR
PROVIDENCE, RI 02903

PHONE: (401) 222-2661

FAX: (401) 222-2616

VOICE RELAY: 7-1-1

WEBSITE: WWW.RICHR.RI.GOV

The RICHR processes charges of sexual harassment against any employer in the state that has four or more employees. Charges also may be filed against employment agencies and labor organizations.

The RICHR investigates charges, attempts resolution, and has the authority to conduct formal administrative hearings and issue decisions and orders. Where appropriate, the RICHR may award remedies to victims of sexual harassment.

The RICHR also accepts charges alleging violations of other anti-discrimination laws. Visit our website for more information.

**EQUAL EMPLOYMENT OPPORTUNITY
COMMISSION (EEOC)**

PHONE: 1-800-669-EEOC

WEBSITE: WWW.EEOC.GOV

**SEXUAL
HARASSMENT
IN THE WORKPLACE
IS ILLEGAL**

**HOW TO DEAL
WITH SEXUAL
HARASSMENT
IN THE
WORKPLACE**



What is sexual harassment?

Sexual harassment in the workplace occurs when an employee is subjected to unwanted verbal or physical conduct that is sexual in nature.

Sexual harassment occurs when submission to or rejection of such conduct explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work performance, and/or creates an intimidating, hostile, or offensive work environment.

Who can be a victim of sexual harassment under the law?

Sexual harassment can happen to anyone. The victim as well as the harasser may be of any gender. They do not have to be of the opposite sex.

The harasser can be a supervisor, a co-worker, an agent of the employer, a supervisor in another area, or a non-employee (such as a customer or vendor).

Victims are not limited to the people being harassed, but can be anyone affected by the offensive conduct.

What laws prohibit sexual harassment?

Sexual harassment is a form of sex discrimination that violates both federal law (Title VII of the Civil Rights Act of 1964, which applies to employers with 15 or more employees) and Rhode Island state law (the Fair Employment Practices Act, which applies to employers with four or more employees).

What should I do if I believe I have been the victim of sexual harassment?

Here are some suggested preliminary steps to follow:

- 1) Keep records of each harassment incident, including the date, time, place, and details of the incident, as well as any witnesses. Describe what you did or said in response to the harassment.
- 2) Get copies of any written materials available from your employer which show a good work record. This will be very helpful if there is an investigation or if you go to court.
- 3) Ask the harasser to stop. Warn them that if their behavior continues, they will be reported to the employer. With some people, this may be enough to stop the harassment.
- 4) Inform the harasser in writing that their behavior is not wanted and must stop immediately. This should be dated and signed, and should have the harasser's first and last name in the greeting. Keep an exact copy for your records, and consider emailing it or sending it by certified mail (return receipt requested).
- 5) Identify supporters/witnesses and ask them to write down what they have experienced or observed. Have them sign and date their statements.

If the preliminary practices do not stop the harassment, you should take the following actions:

- 1) Write a letter/email to the person in your company designed to handle sexual harassment complaints. If your employer does not have such a designated employee, write a letter to your supervisor, or your employer's equal opportunity office or personnel office. The letter should describe the incident(s) and say that the law requires employers to maintain a working environment free of sexual harassment.
- 2) Set up a meeting to explain the situation and ask your employer to take steps to stop the harassment.
- 3) The Fair Employment Practices Act requires that employers who receive complaints of harassment must not refuse to provide the employee with a written statement on the outcome of the complaint in a timely manner.
- 4) If no action has been taken by your employer to stop the harassment after a reasonable amount of time, or your employer refuses to address the situation, you may file a charge with the RI Commission for Human Rights or the federal Equal Employment Opportunity Commission. See the other side of this brochure for more information on how to file a charge.

(2) Provide to all employees a written copy of the employer's policy against sexual harassment; provided, that a new employee shall be given such a copy at the time of his or her employment.

(c) Employers are encouraged to conduct an education and training program for new employees and members within one year of commencement of employment or membership, which includes, at a minimum, the information set forth in this section. Employers are encouraged to conduct additional training for new supervisory and managerial employees within one year of commencement of employment which shall include, at a minimum, the information set forth in subsection (b), the specific responsibilities of supervisory and managerial employees, and the steps these employees should take to ensure immediate, appropriate, and corrective action to address sexual harassment complaints. Employers and appropriate state agencies are encouraged to cooperate in making education and training available.

(d) Employers shall provide copies of their written policies on sexual harassment to all employees upon their request on or before September 1, 1997.

(e) Employers shall be required to maintain copies of their written policies on sexual harassment at their business premises, and copies of the policies shall be made available to any state or federal employment discrimination enforcement agency upon request.

Required Notice of Disposition of Complaint

Employers who receive internal complaints of workplace harassment from employees, including, but not limited to, complaints of sexual harassment, must not refuse to disclose to the employee in writing in a timely manner the disposition of the complaint. Failure of the employer to do so is a violation of state law.

Retaliation Prohibited

It is a violation of state law for any employer or employment agency, labor organization, placement service, training school or center, or any other employee referring source to discriminate in any manner against any individual because he or she has opposed any practice forbidden by this chapter, or because he or she has made a charge, testified, or assisted in any manner in any investigation, proceeding, or hearing under this chapter.²

²-R.I. Gen. Laws Section 28-5-7.

Sexual Harassment in the Workplace:

Guidelines and Legal Requirements for Rhode Island Employers



Rhode Island Commission for Human Rights

180 Westminister Street, 3rd Floor

Providence, RI 02903

222-2661 (Voice) - 222-2616 (Fax)

7-1-1 (Voice Relay)

www.richr.ri.gov

GUIDELINES ON SEXUAL HARASSMENT

The following guidelines were adopted in accordance with the Administrative Procedures Act. Every Rhode Island employer is encouraged to utilize these guidelines in order to foster a workplace free of sexual harassment.

3000. SEX DISCRIMINATION

3001. Sexual Harassment

3001(A) Harassment on the basis of sex is a violation of the Fair Employment Practices Act. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

3001(B) In determining whether alleged conduct constitutes sexual harassment, the Commission will look at the record as a whole and at the totality of the circumstances, such as the nature of the sexual advances and the context in which the alleged incidents occurred. The determination of the legality of a particular action will be made from the facts, on a case by case basis.

3001(C) Applying general Fair Employment Practices Act principles, an employer, employment agency, employee-referring source or labor organization (hereinafter collectively referred to as "employer") is responsible for its acts and those of its agents and supervisory employees with respect to sexual harassment regardless of whether the specific acts complained of were authorized or even forbidden by the employer and regardless of whether the employer knew of their occurrence. The Commission will examine the circumstances of the particular employment relationship and the job functions performed by the individual in determining whether an individual acts in either a supervisory or agency capacity.

3001(D) With respect to conduct between fellow employees, an employer is responsible for acts of sexual harassment in the workplace where the employer (or its agents or supervisory employees) knows or should have known of the conduct, unless it can show that it took immediate and appropriate corrective action.

3001(E) An employer may also be responsible for the acts of non-employees, with respect to sexual harassment of employees in the workplace, where the employer (or its agents or supervisory employees) knows or should have known of the conduct and fails to take immediate and appropriate corrective action. In reviewing these cases the Commission will consider the extent of the employer's control and any other legal responsibility which the employer may have with respect to the conduct of such non-employees.

3001(F) Prevention is the best tool for the elimination of sexual harassment. An employer should take all steps necessary to prevent sexual harassment from occurring, such as affirmatively raising the subject, expressing strong disapproval, developing appropriate sanctions, informing employees of their right to raise and how to raise the issue of harassment under the Fair Employment Practices Act, and developing methods to sensitize all concerned.

3001(G) Other related practices: Where employment opportunities or benefits are granted because of an individual's submission to the employer's sexual advances or requests for sexual favors, the employer may be held liable for other unlawful sex discrimination against other persons who were qualified for but denied that employment opportunity or benefit.

WHAT THE LAW REQUIRES

The General Laws of Rhode Island place specific requirements on Rhode Island employers above and beyond the general prohibition of sexual harassment in the workplace contained in the Fair Employment Practices Act.

Required Policy on Sexual Harassment:¹

Every Rhode Island employer that employs fifty (50) or more employees must adopt and disseminate a policy against sexual harassment.

- (a) All employers and employment agencies shall promote a workplace free of sexual harassment.
- (b) Every employer shall:
 - (1) Adopt a policy against sexual harassment which includes:
 - (i) A statement that sexual harassment in the workplace is unlawful;
 - (ii) A statement that it is unlawful to retaliate against an employee for filing a complaint of sexual harassment or for cooperating in an investigation of a complaint for sexual harassment;
 - (iii) A description and examples of sexual harassment;
 - (iv) A statement of the range of consequences for employees who are found to have committed sexual harassment;
 - (v) A description of the process for filing internal complaints about sexual harassment and the work addresses and telephone numbers of the person or persons to whom complaints should be made; and
 - (vi) The identity of the appropriate state and federal employment discrimination enforcement agencies, and directions as to how to contact those agencies.

¹1-R.I.Gen.Laws Section 28-51-2.



RHODE ISLAND DEPARTMENT OF LABOR AND TRAINING (DLT)

Notice to All Employees - Information Employers Must Post

Pay Equity Act

Pay Differentials for Comparable Work

Pursuant to Rhode Island General Law § 28- 6-18, it is unlawful for an employer to pay a differential wage based on race, color, religion, sexual orientation, gender, gender identity or expression, disability, age, and country of ancestral origin for comparable work. A differential wage is permissible where one or more of the following factors is found to apply:

“A seniority system; provided, however, that time spent on leave due to a pregnancy related condition or parental, family and medical leave shall not reduce seniority.”

“A merit system.”

“A system that measures earnings by quantity or quality of production.”

“Geographic location when the locations correspond with different costs of living, provided, that no location within the state of Rhode Island will be considered to have a sufficiently different cost of living.”

“Reasonable shift differential, which is not based upon or derived from a differential in compensation based on [a protected] characteristic[].”

“Education, training, or experience to the extent such factors are job-related and consistent with a business necessity.”

“Work-related travel, if the travel is regular and a business necessity.”

“A bona fide factor other than [a protected] characteristic[] . . . which is not based upon or derived from a differential in compensation based on [a protected] characteristic[] . . . which is job-related with respect to the position in question; and which is consistent with business necessity.”

Enforcement

Alleged violations of the Act may be complained of (1) in a civil action brought by an employee, or (2) by a complaint filed with the DLT Director.

Employer Wage Inquiry

- + Pursuant to Rhode Island General Law § 28- 6-22, employers are prohibited from inquiring into or requiring the disclosure of a job applicant's wage history, from relying upon a job applicant's wage history when considering the individual's candidacy, and from setting a minimum or maximum threshold of prior wage earnings as a condition of employment.
- + An employer may, for the limited purpose of “support[ing] a wage higher than the wage [initially] offered by the employer,” consider and seek to confirm a job applicant's wage history if such wage history was voluntarily provided.
- + At the time of hire or internal transfer to a new position, and whenever requested by an employee, an employer must disclose to the hired, transferred, or inquiring individual, the wage range for the position the individual's position.

Wage Discussion among Employees

Pursuant to Rhode Island General Law § 28- 6-18, it is unlawful for an employer to prohibit employees from discussing wages or asking other employees about their wages. Employers may not request or require that employees or applicants waive the right to discuss wages.

Retaliation Prohibited

Any discriminatory or disciplinary action taken against an employee for exercising these rights under the Act, or for opposing any practice made unlawful by the Act, is prohibited.

RI General Laws §28-6-18 states that this notice must be posted and maintained in conspicuous places where workers are employed. Fines may be imposed for noncompliance.

DLT is an equal opportunity employer/program, auxiliary aids and services are available on request to individuals with disabilities. TTY via RI Relay 7111

(Rev. 12/2022)



DEPARTAMENTO DE LABOR Y ENTRENAMIENTO DE RHODE ISLAND (DLT) Aviso a Todos los Empleados - Información que los Empleadores deben Publicar

Ley de Equidad Salarial

Diferencias Salariales para Trabajos Comparables

De conformidad con la Ley General de Rhode Island 28-6-18, es ilegal que un empleador pague un salario diferencial basado en raza, color, religión, orientación sexual, género, identidad o expresión de género, discapacidad, edad y condado de origen ancestral para trabajos comparables. Se permite un salario diferencial cuando se determina que se aplican uno o más de los siguientes factores:

“Un sistema de antigüedad; sin embargo, el tiempo de licencia debido a una condición relacionada con el embarazo o licencia parental, familiar y médica no reducirá la antigüedad.”

“Un sistema de méritos.”

“Un sistema que mide las ganancias por cantidad o calidad de la producción.”

“Ubicación geográfica cuando las ubicaciones corresponden con diferentes costos de vida, siempre que ninguna ubicación dentro del estado de Rhode Island se considere que tiene un costo de vida suficientemente diferente.”

“Diferencial de desplazamiento razonable, que no se basa ni se deriva de un diferencial de compensación basado en una característica protegida.”

“Educación, entrenamiento, experiencia en la medida en que tales factores estén relacionados con el trabajo y sean consistentes con una necesidad comercial”

“Viajes relacionados con el trabajo, si el viaje es regular y una necesidad comercial.”

“Un factor de buena fe distinto de una característica protegida . . . que no se base ni se derive de una diferencia de compensación basada en una característica protegida . . . que esté relacionado con el trabajo con respecto al puesto en cuestión, y que sea compatible con la necesidad comercial.”

Aplicación

Las presuntas violaciones de la Ley pueden ser denunciadas (1) en una acción civil presentada por un empleado, o (2) por una queja presentada ante el Director de DLT.

Consulta de Salarios de Empleados

- + De conformidad con la Ley General de Rhode Island 28-6-22, los empleadores tienen prohibido investigar o exigir la divulgación del historial salarial de un solicitante de empleo, desde confiar en el historial salarial de un solicitante de empleo al considerar la candidatura del individuo y establecer un umbral mínimo o máximo de ganancias salariales anteriores como condición de empleo.
- + Un empleador puede, con el propósito limitado de “apoyar un salario más alto que el salario (inicialmente) ofrecido por el empleador,” considerar y tratar de confirmar el historial salarial de un solicitante de empleo si dicho historial salarial se proporcionó voluntariamente.
- + En el momento de la contratación o transferencia interna a un nuevo puesto, y siempre que lo solicite un empleado, un empleador debe revelar a la persona contratada, transferida o inquisitiva, el rango salarial o la posición de la persona.

Discusión Salarial Entre Empleados

De conformidad con la Ley General de Rhode Island 28-6-18, es ilegal que un empleador prohíba a los empleados discutir los salarios o preguntar a otros empleados sobre sus salarios. Los empleadores no pueden solicitar o exigir que los empleados o solicitantes renuncien al derecho de discutir los salarios.

Represalias Prohibidas

Se prohíbe toda medida discriminatoria o disciplinaria adoptada contra un empleado por ejercer estos derechos en virtud de la Ley o por oponerse a cualquier práctica declarada ilegal por la Ley.

Las Leyes Generales de RI §28-6-18 establecen que este aviso debe publicarse y mantenerse en lugares visibles donde estén empleados los trabajadores. Multas pueden ser impuesta por incumplimiento.

DLT es un empleador/programa que ofrece igualdad de oportunidades; ayudas y servicios auxiliares disponibles a solicitud para personas con discapacidades. TTY a través del relé RI 7111

(Rev. 12/2022)

IT IS ILLEGAL TO SMOKE OR VAPE IN THIS ESTABLISHMENT



Use of combustible tobacco products and other similar products, such as electronic cigarettes, are prohibited by **R.I. Gen. §§ 23-20.10-2(19) and -7.**

To report a violation call **401-222-5960.**



VETERANS' BENEFITS AND SERVICES

Veterans can access the following free resources and hotlines to learn about their rights, protections, benefits, and accommodations.

Mental Health Resources

U.S. Department of Veterans Affairs Veterans Crisis and Suicide and Crisis Lifeline

www.veteranscrisisline.net

Call: 988, press 1 | **Text:** 838255 | **Chat:** crisistextline.org
All calls and texts are free and confidential

Support for Veterans | Department of Health

bit.ly/supportvetsri

The Vet Center Counseling and Mental Health Services

2038 Warwick Ave, Warwick, RI 02889

Call: (401) 739-0167

Staff Sergeant Parker Gordon Fox Suicide Prevention Grant Program (SSG Fox SPGP)

bit.ly/supportvetsri

Rhode Island Behavioral Healthcare, Developmental Disabilities & Hospitals Mental Health Services



Substance Abuse Resources

Providence VA Medical Center

Call: (401) 273-7100

va.gov/providence-health-care

Providence VA Medical Center (PVAMC) Substance Abuse Treatment Program



Education, Workforce, and Training Resources

Explore educational benefits, workforce development programs, and training opportunities.

DLT Veterans' Employment And Training Service (VETS)

bit.ly/DLTVetsResources

Rhode Island Office of Veterans Services

For Veterans programs and services, visit the RI Office of Veterans Services

Call: 401-921-2119

Website: vets.ri.gov

Address: 560 Jefferson Blvd.
Warwick, RI 02886



Legal Services

Find legal assistance tailored to veterans' needs.

Operation Stand Down Rhode Island

osdri.org/services/legal-assistance

Call: 401-383-4730

Email: osdri@osdri.org

Rhode Island Legal Services

bit.ly/rilegalservices

Call: 401-846-2264

Tax Benefits

Learn about tax exemptions and other benefits available to veterans in Rhode Island.

Rhode-Island Property Tax Exemptions:

- Contact your local or municipal tax accessor's office for more information.

Additional Resources

National Domestic Violence Hotline

Call: 800-799-7233

RI Workplace Sexual Harassment Hotline

Call: 1 (401) 222-2661

RI Department of Motor Vehicles:

- Veteran Status Designation Photo Document: bit.ly/veteran-designationri
- Veteran License Plate: bit.ly/veteran-license-platesri



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 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 Organizations are Covered?

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

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
- Assignment
- 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
- Requesting 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 someone assisting or encouraging someone else to exercise rights, regarding disability discrimination (including accommodation) or pregnancy accommodation

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/work). You can reach the EEOC in any of the following ways:

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

Call 1-800-669-4000 (toll free)
1-800-669-6820 (TTY)
1-844-234-5122 (ASL video phone)

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

E-Mail info@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

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 bases:

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.

Asking About, Disclosing, or Discussing Pay

Executive Order 11246, as amended, protects applicants and employees of Federal contractors from discrimination based on inquiring about, disclosing, or discussing their compensation or the compensation of other applicants or employees.

Disability

Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals with disabilities from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment by Federal contractors. 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 to the employer. Section 503 also requires that Federal contractors take affirmative action to employ and advance in employment qualified individuals with disabilities at all levels of employment, including the executive level.

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 badge veterans, or Armed Forces service medal veterans.

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 submitting a question online to OFCCP's Help Desk at <https://ofccphelpdesk.dol.gov/s/>, or by 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 or activities receiving Federal financial assistance. Employment discrimination is covered by Title VI if the primary objective of the financial assistance is provision of employment, or where employment discrimination causes or may cause discrimination in providing services under such programs. Title IX of the Education Amendments of 1972 prohibits employment discrimination on the basis of sex in educational programs or activities which receive Federal financial assistance.

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.



Conozca sus Derechos: La Discriminación en el Lugar de Trabajo es Ilegal

La Comisión Para la Igualdad de Oportunidades en el Empleo (EEOC, por sus siglas en inglés) de los EE. UU. hace cumplir las leyes federales que lo protegen contra la discriminación en el empleo. Si cree que ha sido discriminado(a) en el trabajo o al solicitar un trabajo, la EEOC puede ayudarle.

¿Quién está Protegido?

- Empleados (actuales y anteriores), incluyendo gerentes y empleados temporales
- Miembros de sindicatos y Solicitantes de membresía en un sindicato
- Aplicantes de trabajo

¿Qué Organizaciones están Cubiertas?

- La mayoría de los empleadores privados
- Instituciones educativas (como empleadores)
- Gobiernos estatales y locales (como empleadores)
- Sindicatos
- Agencias de empleo

¿Qué Tipos de Discriminación Laboral son Ilegales?

Según las leyes de la EEOC, un empleador no puede discriminarlo, independientemente de su estatus migratorio, por motivos de:

- Raza
- Color
- Religión
- Origen nacional
- Sexo (incluyendo embarazo y condiciones relacionadas, orientación sexual o identidad de género)
- Edad (40 años o más)
- Discapacidad
- Información genética (incluyendo solicitudes del empleador para la compra, el uso o la divulgación de pruebas genéticas, servicios genéticos o historial médico familiar)
- Tomar represalias por presentar un cargo, oponerse razonablemente a la discriminación o participar en una demanda, investigación o procedimiento por discriminación.

¿Qué Prácticas Laborales Pueden ser Discriminatorias?

Todos los aspectos del empleo, incluyendo:

- Despidos
- Acoso (incluyendo conducta física o verbal no deseada)
- Contratación o promoción
- Asignaciones
- Remuneración (salarios desiguales o compensación)
- Falta de proporcionar adaptaciones razonables para una discapacidad o para la creencia, observancia o práctica de una fe religiosa sinceramente realizada
- Beneficios
- Formación profesional
- Clasificación
- Referencias
- Obtención o divulgación de información genética de los empleados
- Solicitud o divulgación de información médica de los empleados
- Conducta que podría desalentar razonablemente a alguien de oponerse a la discriminación, presentar un cargo o participar en una investigación o procedimiento.

¿Qué Puede Hacer si Cree que ha Ocurrido Discriminación?

Comuníquese con la EEOC de inmediato si sospecha discriminación. No demore, porque existen límites de tiempo estrictos para presentar una denuncia por discriminación (180 o 300 días, según el lugar donde viva o trabaje). Puede comunicarse con la EEOC de cualquiera de las siguientes maneras:

Presentar una consulta a través del Portal Público de la EEOC: <https://publicportal.eeoc.gov/Portal/Login.aspx>

Llame 1-800-669-4000 (número gratuito)
1-800-669-6820 (TTY)
1-844-234-5122 (Video Teléfono de ASL)

Visite una Oficina de Campo de la EEOC (información en www.eeoc.gov/field-office)

Corre Electrónico: info@eeoc.gov

Información adicional sobre la EEOC, incluyendo información sobre cómo presentar un cargo de discriminación, está disponible en www.eeoc.gov/es.



EMPLEADORES QUE TIENEN CONTRATOS O SUBCONTRATOS FEDERALES

La Oficina de Programas de Cumplimiento de Contratos Federales (OFCCP, por sus siglas en inglés) del Departamento de Trabajo hace cumplir los compromisos de no discriminación y acción afirmativa de las empresas que hacen negocios con el gobierno federal. Si está solicitando un trabajo con, o es un empleado de una empresa con un contrato o subcontrato federal, usted está protegido(a) por la ley federal contra la discriminación en las siguientes bases:

Raza, Color, Religión, Sexo, Orientación Sexual, Identidad de Género, Origen Nacional

La Orden Ejecutiva 11246, enmendada, prohíbe la discriminación laboral por parte de los contratistas federales por motivos de raza, color, religión, sexo, orientación sexual, identidad de género u origen nacional, y requiere acción afirmativa para garantizar la igualdad de oportunidades en todos los aspectos del empleo.

Preguntar, Divulgar o Discutir Salarios

La Orden Ejecutiva 11246, enmendada, protege a los solicitantes y empleados de contratistas federales de la discriminación basada en preguntar, divulgar o discutir su compensación o la compensación de otros solicitantes o empleados.

Discapacidad

La Sección 503 del Acta de Rehabilitación de 1973, según enmendada, protege a las personas calificadas con discapacidades contra la discriminación en la contratación, promoción, despido, pago, beneficios complementarios, capacitación laboral, clasificación, referencias y otros aspectos del empleo por parte de contratistas federales. La discriminación por discapacidad incluye no hacer adaptaciones razonables a las limitaciones físicas o mentales conocidas de una persona con una discapacidad que de otro modo calificaría y que es un solicitante o empleado, a menos que haga una dificultad excesiva para el empleador. La Sección 503 también requiere que los contratistas federales tomen medidas afirmativas para emplear y promover a personas calificadas con discapacidades en todos los niveles de empleo, incluyendo a nivel ejecutivo.

Estatus Protegido Como Veterano

El Acta de Asistencia para el Reajuste de los Veteranos de la Era de Vietnam de 1974, modificada, 38 U.S.C. 4212, prohíbe la discriminación laboral y requiere acción afirmativa para reclutar, emplear y avanzar en el empleo a veteranos discapacitados, veteranos recientemente separados (es decir, dentro de los tres años posteriores al su separación o liberación del servicio activo, veteranos en servicio activo en tiempo de guerra o insignia de campaña, o veteranos con medallas de servicio de las fuerzas armadas).

Represalias

Se prohíben las represalias contra una persona que presente una queja por discriminación, participe en un procedimiento de la OFCCP o se oponga a la discriminación por parte de contratistas federales en virtud de estas leyes federales.

Cualquier persona que crea que un contratista ha violado sus obligaciones de no discriminar o acción afirmativa bajo las autoridades de la OFCCP debe comunicarse de inmediato con:

La Oficina de Programas de Cumplimiento de Contratos Federales (OFCCP),
Departamento de Trabajo de los EE. UU.,
200 Constitution Avenue, N.W.
Washington, D.C. 20210
1-800-397-6251 (llamada gratuita).

Si es sordo, tiene problemas de audición o tiene una discapacidad del habla, marque 7-1-1 para acceder a los servicios de retransmisión de telecomunicaciones. También se puede contactar a la OFCCP enviando una pregunta en línea a la mesa de ayuda de la OFCCP en <https://ofccphelpdesk.dol.gov/s/>, o llamando a una oficina regional o distrital de la OFCCP, que figura en la mayoría de los directorios telefónicos bajo

PROGRAMAS O ACTIVIDADES QUE RECIBEN ASISTENCIA FINANCIERA FEDERAL

Raza, Color, Origen Nacional, Sexo

Además de las protecciones del Título VII del Acta de Derechos Civiles de 1964, según enmendada, el Título VI del Acta de Derechos Civiles de 1964, según enmendada, prohíbe la discriminación por motivos de raza, color, u origen nacional en programas o actividades que reciben asistencia financiera. La discriminación laboral está cubierta por el Título VI si el objetivo principal de la asistencia financiera es la provisión de empleo, o cuando la discriminación laboral cause o pueda causar discriminación en la prestación de servicios bajo dichos programas. El Título IX de las Enmiendas de Educación de 1972 prohíbe la discriminación laboral por razón de sexo en programas o actividades educativas que reciben asistencia financiera federal.

Personas con Discapacidades

La Sección 504 del Acta de Rehabilitación de 1973, enmendada, prohíbe la discriminación laboral por motivos de discapacidad en cualquier programa o actividad que reciba asistencia financiera federal. Está prohibida la discriminación en todos los aspectos de empleo contra las personas con discapacidades que, con o sin ajustes razonables, pueden desempeñar las funciones esenciales del trabajo.

Si cree que ha sido discriminado(a) en un programa de cualquier institución que recibe asistencia financiera federal, debe comunicarse de inmediato con la agencia federal que brinda dicha asistencia.

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