

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 managers and temporary employees,
- Job applicants
- Union members and applicants for membership in a union

What Organizations are Covered?

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

What Types of Employment Discrimination are Illegal?

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

- Race
- Color
- Religion
- National origin
- Sex (including pregnancy, childbirth, and related medical conditions, sexual orientation, or gender identity)
- Age (40 and older)
- Disability
- Genetic information (including employer requests for, or purchase, use, or disclosure of genetic tests, genetic services, or family medical history)

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. 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 plans for federal contractors.
- Age** Executive Order 11246, as amended, protects applicants and employees of federal contractors from discrimination based on age.
- 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, training, advancement, 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 applying for a job or performing the job.
- Sexual Orientation and Gender Identity** Executive Order 11246, as amended, 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.

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 employment discrimination on the basis of race, color, national origin, or sex 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 is the primary purpose of the program. Discrimination on the basis of sex 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)

FEDERAL MINIMUM WAGE

EMPLOYEE RIGHTS UNDER THE FAIR LABOR STANDARDS ACT

FEDERAL MINIMUM WAGE \$7.25 PER HOUR BEGINNING JULY 24, 2009

The law requires employers to display this poster where employees can readily see it.

OVERTIME PAY At least 1 1/2 times your regular rate of pay for all hours worked over 40 in a workweek.

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

TIP CREDIT Employers of "tipped employees" who meet certain conditions may claim a partial wage credit based on tips received by their employees. Employers must pay tipped employees a cash wage of at least \$2.13 per hour if they claim a tip credit against their minimum wage obligation. If an employee's tips combined with the employer's cash wage of at least \$2.13 per hour it does not equal the minimum hourly wage, the employer must make up the difference.

PUMP AT WORK The FLRA requires employers to provide reasonable break time for a nursing employee to express breast milk for her nursing child for one year after the child's birth each time the employee needs to express breast milk. Employers must provide a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public, which may be used by the employee to express breast milk.

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

ADDITIONAL INFORMATION

- Certain occupations and establishments are exempt from the minimum wage, and/or overtime pay provisions. Certain narrow exemptions also apply to the pump at work requirements.
- Some provisions apply to workers in American Samoa, the Commonwealth of the Northern Mariana Islands, and the Commonwealth of Puerto Rico.
- Some state laws provide greater employee protections; employers must comply with both.
- Some employers incorrectly classify workers as "independent contractors" when they are actually employees under the FLRA. It is important to know the difference between the two because employees (unless exempt) are entitled to the FLRA's minimum wage and overtime pay protections and correctly classified independent contractors are not.
- Certain full-time students, student learners, apprentices, and workers with disabilities may be paid less than the minimum wage under special certificates issued by the Department of Labor.

WAGE AND HOUR DIVISION
UNITED STATES DEPARTMENT OF LABOR
1-866-487-9243
www.dol.gov/agencies/whd
WH108 REV 04/23

USERRA - UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

YOUR RIGHTS UNDER USERRA

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

REEMPLOYMENT RIGHTS

You have the right to be reemployed in your civilian job if you leave that job to perform service in the uniformed service and:

- you ensure that your employer receives advance written or verbal notice of your service;
- you have five years or less of cumulative service in the uniformed services while with that particular employer;
- you return to work or apply for reemployment in a timely manner after conclusion of service; and
- you have not been separated from service with a disqualifying discharge or under other than honorable conditions.

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

RIGHT TO BE FREE FROM DISCRIMINATION AND RETALIATION

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

In addition, an employer may not retaliate against anyone assisting in the enforcement of USERRA, including a person who files a complaint or participates in connection with a proceeding under USERRA, even if that person has no service connection.

HEALTH INSURANCE PROTECTION

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

ENFORCEMENT

- The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate and resolve complaints of USERRA violations.
- For assistance in filing a complaint, or for any other information on USERRA, contact VETS at 1-866-4USA-DOL or visit its website at <https://www.dol.gov/agencies/vets/>. An interactive USERRA Advisor can be viewed at <https://webapps.dol.gov/els/vets/userra>.
- If you file a complaint with VETS and VETS is unable to resolve it, you may request that your case be referred to the Department of Justice or the Office of Special Counsel, as applicable, for representation.
- You may also pass the VETS process and bring a civil action against an employer for violations of USERRA.

Publication Date - May 2022

The rights listed here may vary depending on the circumstances. The text of this notice was prepared by VETS, and may be viewed on the internet at this address: <https://www.dol.gov/agencies/vets/programs/userra/poster>. Federal law requires employers to notify employees of their rights under USERRA and employers may meet this requirement by displaying the text of this notice where they customarily place notices for employees.

U.S. Department of Labor 1-866-487-2365 U.S. Department of Justice Office of Special Counsel ESGR Employer Support Of The Guard And Reserve 1-800-336-4590

ANTI-DISCRIMINATION NOTICE

It is illegal to discriminate against work-authorized individuals. Employers CANNOT specify which document(s) they will accept from an employee. The refusal to hire an individual because the documents have an update expiration date may 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 shall determine the employee share of the fund based on the number of employees with a total of ten or more employees who are covered by the program. The employer share will 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 written authorization from the employee. The employer's regular paychecks. Employers are responsible for collecting those deductions and sending them to 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 your 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 benefits calculator available at familyandmedicalleave.com/colorado.

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

If FAMLI leave is used for a reason that also qualifies as leave under the federal FMLA, then the leave will also count as FMLA leave used.

Employees 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 their own paid time off in order to provide full wage replacement.

Filing Claims

Employees 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 can be found at familyandmedicalleave.com/colorado.

Employers or their designated representatives apply for FAMLI benefits by submitting an application, along with required documentation, directly to the FAMLI Division. Employees 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

Employees must maintain health care benefits for employees while they are on FAMLI leave, and both the employer and the employee remain responsible for paying for 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

Employees 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 employees, 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 are required to be paid their regular pay rate during leave, and the employer must continue their benefits.
- Up to 48 hours of unused accrued leave carries over for use during the next year.
- For details on specific situations (irregular use of hours, non-hourly pay, etc.), see Wage Protection Rule 3.5, 7 CCR 1103-7.
- Up to 80 hours of supplemental leave applies in a public health emergency (PHE), until 4 weeks 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 needs;
- (3) caring for a family member experiencing a condition described in category (1) or (2);
- (4) grieving, funeral/memorial attendance, or financial/legal needs after a death of a family member;
- (5) due to inclement weather, power/heating/water loss, or other unexpected occurrence, the employees need to either (a) evacuate their residence, or (b) care for a family member whose school or place of work is closed due to an emergency;
- (6) in a PHE, a public official closed the workplace, or the school or place of care of the employee's child.

Employer Policies (Notice; Documentation; Incremental Use; Privacy; and Paid Leave Records)

Written notice and posters. Employers must: (1) provide notice to new employees no later than their onboarding documents and policies; and (2) display updated posters, and provide updated notices to current employees, by end of year.

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

Notice for leave that cannot be reasonably anticipated. Employees must provide notice for a qualifying reason only if show that accrued leave was used for three consecutive work 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 leave for an employee's family member's health-related need, an employer may provide: (1) a document from a health or social services provider if services were received and a document can be obtained in reasonable time and without adverse effect; **otherwise** (2) the employee's own written statement.

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

If an employer reasonably denies an employee's documentation deficient, the employer must: (A) notify the employee within seven days of their denial; (B) explain the reasons for the denial; (C) provide a written separation (whichever is sooner), and (D) give the employee at least seven days to cure the deficiency.

This Poster summarizes the Colorado workplace public health laws (C.R.S. 8-133-401 et seq., (paid leave), and C.R.S. 8-144-101 et seq., (health and safety whistleblowing) including amendments current as of the date of 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. This poster must be displayed where easily accessible to workers, shared with remote workers, provided in other languages as needed, and replaced with any annual updates/updates. 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.

FMLA - FAMILY AND MEDICAL LEAVE ACT

Your Employee Rights Under the Family and Medical Leave Act

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

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

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

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

You have the right to use FMLA leave in one block of time. When it is medically necessary or otherwise required by the law, you may be required by your employer to use any employer-provided paid leave if your employer's paid leave policy covers the FMLA leave you are requesting.

Am I eligible to take FMLA leave? You are an eligible employee if all of the following apply:

- You work for a covered employer.
- You have worked for your employer at least 12 months.
- You have at least 1,250 hours of service for your employer during the 12 months before your leave.
- Your employer has at least 50 employees within 75 miles of your work location.

Unpaid light duty employees have different "hours of service" requirements.

You work for a covered employer if one of the following applies:

- You work for a private employer that had at least 50 employees during at least 20 workweeks in the current or preceding year.
- You work for an elementary or public or private secondary school.
- You work for a public agency, such as a local, state or federal government agency.

Most federal employees are covered by Title II of the FMLA, administered by the Office of Personnel Management.

How do I request FMLA leave? Generally, to request FMLA leave you must:

- Follow your employer's normal policies for requesting leave.
- Give your employer at least 30 days before your leave begins.
- If advance notice is not possible, give notice as soon as possible.

You do not have to provide a medical diagnosis but you must provide enough information to your employer so they can determine whether the leave qualifies for FMLA protection. You must also inform your employer if FMLA leave was previously taken or approved for the same reason when requesting additional FMLA leave.

Your employer may request certification from a health care provider to verify medical necessity to your employer so they can determine whether the leave qualifies for FMLA protection. You must also inform your employer if FMLA leave was previously taken or approved for the same reason when requesting additional FMLA leave.

What does my employer need to do if you are eligible for FMLA leave, your employer must:

- Allow you to take job-protected time off work for a qualifying reason.
- Continue your group health plan coverage while you are on leave on the same basis as if you had not taken leave.
- Allow you to return to the same job, or a virtually identical job with the same pay, benefits and other working conditions, including shift and location, at the end of the FMLA leave.

Your employer cannot interfere with your FMLA rights or threaten or punish you for exercising your rights under the law. For example, your employer cannot retaliate against you for requesting FMLA leave or cooperating with a WHD investigation.

After leave, you must be aware that your need for leave is for a reason that may qualify under the FMLA. Your employer must confirm whether you are eligible or not eligible for FMLA leave. If your employer determines that you are eligible, your employer must not:

- Discriminate against you.
- Retaliate against you.
- Interfere with your FMLA rights.
- Threaten or punish you for exercising your rights under the law.

What if I find more information? Call 1-866-487-9243 or visit dol.gov/fmla to learn more. If you are a federal employee, you may file a complaint with the U.S. Office of Personnel Management.

WAGE AND HOUR DIVISION
UNITED STATES DEPARTMENT OF LABOR
1-866-487-9243
www.dol.gov/agencies/whd
WH1420 REV 04/23

DISCRIMINATION IN EMPLOYMENT

Colorado Law Prohibits Discrimination in Employment

C.R.S. 8-24-34-001 et seq.

IT SHALL BE AN ILLEGAL ACT FOR AN EMPLOYER TO REFUSE TO HIRE, TO DISCHARGE, TO PROMOTE OR DEMOTE, TO HARASS OR TO TAKE ANY ADVERSE ACTION IN MATTERS OF COMPENSATION, TERMS, CONDITIONS, OR RIGHTS 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. 8-24-34-002.3 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. 8-24-34-002(1) It is 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. 8-24-34-002(1) An employer shall not disclose, discipline, discriminate against, coerce, intimidate, threaten, or interfere with an employee or person due to any 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 WORK CENTER, SUITE # 110, DENVER, CO 80202

MAIN PHONE: 303-894-2997; HOTLINE ESPANOL: 720-432-4294; TOLL-FREE: 800-362-4845; 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. 8-24-34-001 et seq.

PLACE OF PUBLIC ACCOMMODATION MEANS: ANY PLACE OF BUSINESS engaging 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

REASON FOR DISCRIMINATION: RACE, CREED, COLOR, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, GENDER EXPRESSION, MARITAL STATUS, NATIONAL ORIGIN OR ANCESTRY.

SERVICE ANIMALS C.R.S. 8-24-34-803: 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 TASKS, or WORK RELATED TO A DISABILITY. THE MERE PRESENCE OF THE DOG MEANS 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?

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 COMMISSION 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" — 3CCR70-1

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.

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MAIN PHONE: 303-894-2997; HOTLINE ESPANOL: 720-432-4294; TOLL-FREE: 800-362-4845; 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 8/2024

DISCRIMINATION IN PUBLIC ACCOMMODATIONS

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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

REASON FOR DISCRIMINATION: RACE, CREED, COLOR, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, GENDER EXPRESSION, MARITAL STATUS, NATIONAL ORIGIN OR ANCESTRY.

SERVICE ANIMALS C.R.S. 8-24-34-803: 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 TASKS, or WORK RELATED TO A DISABILITY. THE MERE PRESENCE OF THE DOG MEANS 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?

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 COMMISSION 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" — 3CCR70-1

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 WORK CENTER, SUITE # 110, DENVER, CO 80202

MAIN PHONE: 303-894-2997; HOTLINE ESPANOL: 720-432-4294; TOLL-FREE: 800-362-4845; 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 8/2024

PAYDAY NOTICE

COLORADO DEPARTMENT OF LABOR AND EMPLOYMENT DIVISION OF LABOR | www.colorado.gov/cdle/labor

NOTICE OF PAYDAYS

In accordance with 8-4-107, C.R.S.:

Every employee who is not paid and posted conspicuously at the place of work if practicable, or otherwise where it can be seen as employees come or go to their place 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.

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 employees, 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 are required to be paid their regular pay rate during leave, and the employer must continue their benefits.
- Up to 48 hours of unused accrued leave carries over for use during the next year.
- For details on specific situations (irregular use of hours, non-hourly pay, etc.), see Wage Protection Rule 3.5, 7 CCR 1103-7.
- Up to 80 hours of supplemental leave applies in a public health emergency (PHE), until 4 weeks 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 needs;
- (3) caring for a family member experiencing a condition described in category (1) or (2);
- (4) grieving, funeral/memorial attendance, or financial/legal needs after a death of a family member;
- (5) due to inclement weather, power/heating/water loss, or other unexpected occurrence, the employees need to either (a) evacuate their residence, or (b) care for a family member whose school or place of work is closed due to an emergency;
- (6) in a PHE, a public official closed the workplace, or the school or place of care of the employee's child.

Employer Policies (Notice; Documentation; Incremental Use; Privacy; and Paid Leave Records)

Written notice and posters. Employers must: (1) provide notice to new employees no later than their onboarding documents and policies; and (2) display updated posters, and provide updated notices to current employees, by end of year.

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

Notice for leave that cannot be reasonably anticipated. Employees must provide notice for a qualifying reason only if show that accrued leave was used for three consecutive work 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 leave for an employee's family member's health-related need, an employer may provide: (1) a document from a health or social services provider if services were received and a document can be obtained in reasonable time and without adverse effect; **otherwise** (2) the employee's own written statement.

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

If an employer reasonably denies an employee's documentation deficient, the employer must: (A) notify the employee within seven days of their denial; (B) explain the reasons for the denial; (C) provide a written separation (whichever is sooner), and (D) give the employee at least seven days to cure the deficiency.

This Poster summarizes the Colorado workplace public health laws (C.R.S. 8-133-401 et seq., (paid leave), and C.R.S. 8-144-101 et seq., (health and safety whistleblowing) including amendments current as of the date of 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. This poster must be displayed where easily accessible to workers, shared with remote workers, provided in other languages as needed, and replaced with any annual updates/updates. 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.

COLORADO OVERTIME & MINIMUM PAY STANDARDS ORDER

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

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

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 unmanicured minors — but not for some local minimum wages

Overtime: 1 1/2 regular rate after 40 weekly hours, or 12 daily or consecutive (Rule 5.6)

- Can't give time off instead of overtime pay; can't average overtime hours (weekends or days)
- Agriculture: Overtime after 48 hours (56 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 do 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 Period:	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

DERECHOS DE REEMPLAZO

- Usted tiene derecho a ser reemplazado(a) en su trabajo civil si se dejó para cumplir con su servicio en el servicio uniformado y;
 - Si usted es un empleado público o una planificación por anticipado de su servicio, por escrito o verbalmente;
 - Usted tiene cinco años o menos acumulados de servicio en los servicios federales que ha sido empleado(a) en el momento de la declaración inicial;
 - Usted regrese a trabajar o aplique para ser reemplazado(a) en forma oportuna después de la terminación del servicio; y
 - Usted no recibió el pago de su servicio por despido deshonesto o bajo condiciones no honorables.
- Si usted es elegido para ser reemplazado, debe ser restituido en el trabajo al haberlo logrado de no haber estado en servicio militar u/o, en algunos casos, a trabajo similar, le serán restituidos.

DERECHO DE FOMENTO DE SERVICIO UNIFORMADO

- El **DERECHO DE FOMENTO DE SERVICIO UNIFORMADO**, también conocido como "derecho de fomento de servicio" está otorgado a la servir en el servicio de reserva federal, en el caso de las mujeres, o en el servicio civil federal; empleo - retención en el empleo - ascenso; o cualquier beneficio del empleo debido a este estatuto.

PROTECCIÓN DEL SEGURO MEDICO

- Si usted dejó para trabajar para cumplir con un servicio militar, usted tiene el derecho a decidir si sigue con su servicio de seguro medico ofrecido por

medio de su empleador, para usted y sus dependientes, por hasta 24 meses mientras está en el servicio militar.

- Incluso si decide no continuar con la cobertura durante su servicio militar, tiene el derecho a ser restituido(a) en el momento de su regreso en págs. dadas de vuelta cuando sea reemplazado(a), por lo general sin tiempos de espera o exclusiones (e.g. Condiciones de exclusión preexistentes) excepto para lesiones o enfermedades relacionadas con el servicio.

CUMPLIMIENTO

- El Servicio de Empleo y Entrenamiento (ETS) del Departamento de Empleo de los Estados Unidos, está autorizado para investigar y resolver los problemas sobre violaciones a la ley USERRA.
- Para obtener asistencia en la presentación de un reclamo, o sobre cualquier otra cuestión relacionada con la ETS o el 1-866-USA-JOLLY.
- Visite su página web en: <https://www.dol.gov/agencies/eis/vets>. Puede encontrar información virtual de USERRA en: http://webapps.dol.gov/eaws/vets_usuario.
- Si usted presenta una queja con veteranos y VETS no está en condiciones de representación legal, puede solicitar una acción civil original ante la Justicia o la Oficina del Consejo Especial, según corresponda, para la representación.
- Usted también puede saltar el proceso de VETS y presentar una acción civil contra las violaciones de USERRAs cometidas por el empleador.

Fecha de publicación: Mayo 2022

1-866-487-2365

U.S. Department of Justice

Office of Special Counsel

And Reserve 1-800-336-4590

La ley de Colorado prohíbe la discriminación en el:

EMPLEO

C.R.S. § 24-34-401 y siguientes.

COLORADO

Department of
Regulatory Agencies

Colorado Civil Rights Division

SE CONSIDERARÁ 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 ASCENDENCIA o, en ciertas circunstancias, MATRIMONIO con un COMPAÑERO DE TRABAJO.

ADAPTACIONES RAZONABLES PARA TRABAJADORES DISCAPACITADOS: 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 la hacerla provoca dificultades indebidas para el negocio del empleador.

LEY DE EQUITAD 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 la hacerla provoca dificultades indebidas para el negocio

SE PROHIBEN 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(i) El empleador no despedirá, disciplinará, discriminará, coaccionará, intimidará, amenazará o interferirá con un empleado o a 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

PARA PRESENTAR UNA QUEJA POR DISCRIMINACIÓN, O PARA SOLICITAR MÁS INFORMACIÓN COMUNÍQUESE CON LA DIVISIÓN DE DERECHOS CIVILES DE COLORADO; 1560 BROADWAY, LOBBY WELCOMER CENTER, SUITE #110, DENVER, CO 80202
TELÉFONO PRINCIPAL: 303.261.8887 • LÍNEA DIRECTA EN ESPAÑOL: 720.330.1201 • NÚMERO PARA LLAMAR SIN CARGO: 800.330.4045

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 Eliens, Esq.

cdcr.colorado.gov

7/25/2024



COLORADO

Department of
Regulatory Agencies

Colorado Civil Rights Division

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 dedique a la VENTA al PÚBLICO y CUALQUIER LUGAR que OFREZCA SERVICIOS, INSTALACIONES, PRIVILEGIOS, VENTAJAS, o ADOPTACIONES al PÚBLICO.

ES UNA PRÁCTICA DISCRIMINATORIA E ILEGAL que una PERSONA DENTRO o INDIRECTAMENTE: RECHACE, REFUSE o DENIGUE a una persona o a un grupo el DISFRUTAR 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 ADOPTACIÓN DE ANIMAL DE SERVICIO SE LIMITA a UN PERRO o UN CABALLO EN MINÚSCULA LAS 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 ENTRENADO a DAR APOYO EMOCIONAL, TERAPIA Y/O COMPAÑÍA 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 PUEDE HACER LAS SIGUIENTES PREGUNTAS:

- 1.) ¿ESTE PERRO ES ANIMAL DE SERVICIO ENTRENADO INDIVIDUALMENTE PARA REALIZAR TAREAS o TRABAJOS RELACIONADOS CON UNA DISCAPACIDAD?
- 2.) ¿QUE 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 INFRACCIÓN 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 PROHIBE EXPRESAMENTE LAS REPRESALIAS POR PARTICIPAR en UNA ACTIVIDAD PROTEGIDA.

REGLA 20.4 DE LA COMISIÓN DE DERECHOS CIVILES: LETREROS DISCRIMINATORIOS en ESTABLECIMIENTOS DE SERVICIO AL PÚBLICO: Ninguna persona podrá intentar 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-

WY CROWN DE 2020: La discriminación basada en la raza incluye la textura del cabello, el tipo de cabello, el largo del pelo o un peinado protector o trenza o historialmente asociado con la raza, como trenzas, locs, twists, espirales o rizos apretados, cornrows, nudos banties, afros y headwraps. En vigor 6/3/24.

PARA PRESENTAR UNA QUEJA POR DISCRIMINACIÓN, o PARA SOLICITAR MÁS INFORMACIÓN COMUNIQUESE CON LA DIVISIÓN DE DERECHOS CIVILES de COLORADO: 1560 BROADWAY, LOWELL COMBINE CENTER, SUITE #111, DENVER, CO 80202

TELÉFONO PRINCIPAL: 303-894-2997; LÍNEA DIRECTA EN ESPAÑOL: 720-432-4294; NÚMERO PARA LLAMAR SIN COSTO: 800-262-4845; RELÍ: 711; FAX: 303-894-7830; CORREO ELECTRÓNICO: DORA_CDRC@STATE.CS.GOV; DORA.COLORADO.GOV/CDRC

LAS QUEJAS POR DISCRIMINACIÓN en el EMPLEO DEBEN PRESENTARSE DENTRO de LOS SIGUIENTES TRESCIENTOS (300) DÍAS CONTADOS a PARTIR de LA FECHA en que FUE OBSERVADO el PRESUNTO ACTO DISCRIMINATORIO.

DEPARTAMENTO DE EMPLEO DE COLORADO DIVISIÓN DE EMPLEO | www.colorado.gov/cdle/labor

En concordancia con 8-4-107, C.R.S.:
 Todo empleador deberá publicar y publicar 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 cerca para el pago del empleador, un aviso que especifique de los días de pago 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 periodos 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 periodo 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.





OSHA®
 Administración de
 Seguridad y Salud
 Ocupacional

Seguridad y Salud en el Trabajo

¡ES LA LEY!

Todos los trabajadores tienen el derecho a:

- Un lugar de trabajo seguro.
- Decir algo a su empleador o la OSHA sobre preocupaciones de seguridad o salud, o reportar una lesión o enfermedad en el trabajo, sin sufrir represalias.
- Recibir información y entrenamiento sobre los peligros del trabajo, incluyendo sustancias tóxicas en su sitio de trabajo.
- Pedir una inspección confidencial de OSHA de su lugar de trabajo si usted cree que hay condiciones inseguras o insalubres. Usted tiene el derecho a que un representante se comunique con OSHA en su nombre.
- Participar (o su representante puede participar) en la inspección de OSHA y hablar en privado con el inspector.
- Presentar una queja con la OSHA dentro de 30 días (por teléfono, por internet, o por correo) si usted ha sufrido represalias.

Los empleadores deben:

- Proveer a los trabajadores un lugar de trabajo libre de peligros reconocidos. Es ilegal discriminar contra un empleado quien ha ejercido sus derechos bajo la ley, incluyendo hablando sobre preocupaciones de seguridad o salud a usted o con la OSHA, o por reportar una lesión o enfermedad relacionada con el trabajo.
- Cumplir con todas las normas aplicables de la OSHA.
- Notificar a la OSHA dentro de 8 horas de una fatality laboral o dentro de 24 horas de cualquier hospitalización, amputación, o pérdida de ojo relacionado con el trabajo.
- Proporcionar el entrenamiento requerido a todos los trabajadores en un idioma y vocabulario que pueden entender.
- Mostrar claramente este cartel en el lugar de trabajo.
- Mostrar las citaciones de la OSHA acerca del lugar de la violación alegada.

- Ver cualquieras citaciones de la OSHA emitidas a su empleador.
- Pedir copias de sus registros médicos, pruebas que miden los peligros en

en el trabajo, y registros de lesiones y enfermedades relacionadas con el trabajo.

Este cartel está disponible de la OSHA para gratis.

Llame OSHA. Podemos ayudar.



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

OSHA 3092-00-0001 (7/15)
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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 WELCOMER CENTER, SUITE # 110, DENVER, CO 80202**
MAIN PHONE: 303-894-2997; **HOTLINE ESPAÑOL:** 720-432-4294; **TOLL-FREE:** 800-262-4845; **V/TTD 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 ESPAÑOL:** 720-432-4294; **TOLL-FREE:** 800-262-4845; **V/TTD RELAY:** 711;
FAX: 303-894-7830; **EMAIL:** DORA_CCRD@STATE.CO.US

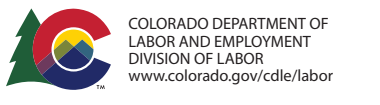
PUBLIC ACCOMMODATION DISCRIMINATION COMPLAINTS MUST BE FILED WITHIN SIXTY (60) DAYS AFTER THE ALLEGED DISCRIMINATORY ACT OCCURRED.

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.cdle.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/cdle/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 coloradoui.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 coloradoui.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 coloradoui.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.cdle.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/cdle/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 coloradoui.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 coloradoui.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 metropolitana de Denver); personas con discapacidades 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 (Reglamentos Relativos a la Seguridad de Empleo), 7.3.1 a 7.3.5*
Los empleadores pueden descargar copias de este póster en coloradoui.gov/employer, luego hacer clic en Forms / Publications.



COLORADO
Department of
Labor and Employment



IT STARTS WITH YOU
Building a better Colorado

COLORADO MINIMUM WAGE



COLORADO
Department of
Labor and Employment

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 (56 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 do 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

FAMLI PROGRAM



COLORADO
Family and Medical Leave
Insurance Program (FAMLI)
Department of Labor and Employment

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 sets the premium rate according to a formula based on the monetary 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 your 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 benefits calculator available at famli.colorado.gov.
- You don't have to work for your employer a minimum amount of time in order to qualify for paid family and medical leave benefits.
- If FAMLI leave is used for a reason that also qualifies as leave under the federal FMLA, then the leave will also count as FMLA leave used.
- Employees 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

- Employees 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.
- Employees 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 for 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
Department of
Labor and Employment

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 are required to be paid their regular pay rate during leave, and the employer must continue their benefits.
- 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 1103-7.
- Up to 80 hours of supplemental leave applies in a public health emergency (PHE), until 4 weeks 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 needs;
- (3) caring for a family member experiencing a condition described in category (1) or (2);
- (4) grieving, funeral/memorial attendance, or financial/legal needs after a death of a family member;
- (5) due to inclement weather, power/heat/water loss, or other unexpected occurrence, the employees needs to 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 official closed the workplace, or the school or place of care of the employee's child.

Employer Policies (Notice; Documentation; Incremental Use; Privacy; and Paid Leave Records)

- **Written notice and posters.** Employers must (1) provide notice to new employees no later than other onboarding documents/policies; and (2) display updated posters, and provide updated notices to current employees, by end of year.
- **Notice for "foreseeable" leave.** Employers may adopt "reasonable procedures" in writing as to 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 that accrued leave was for a qualifying reason only if leave was for four or more consecutive work 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 leave for an employee's (or an employee's family member's) health-related need**, an employer may provide: (1) a document from a health or social services provider if services were received and a document can be obtained in reasonable time and without added expense; **otherwise (2)** the employee's own writing.
- **Documentation as to domestic abuse, sexual assault, or criminal harassment** can be a document or writing under (1) above (e.g. legal or shelter services provider) or (2) above, or legal document (restraining order, police report, etc.).
- **If an employer 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 (whichever is sooner), and (B) give the employee at least seven days to cure the deficiency.

- **Incremental Use.** Depending on employer policy, employees can use leave in either hourly or six-minute increments.
- **Employee Privacy.** Employers cannot require employees to disclose "details" about an employee's (or their family's) HFWA-related health or safety information; such information must be treated as a confidential medical record.
- **Records must be retained and provided upon request.** Employers must provide documentation of the current amount of paid leave employees have (1) available for use, and (2) already used during the current benefit year, including any supplemental PHE leave. Information may be requested once per month or when the need for HFWA leave arises.

Retaliation or Interference with HFWA Rights

- **Paid leave cannot be counted as an "absence"** that may result in firing or another kind of adverse action.
- **An employee can't be required to find a "replacement worker" or job coverage when taking paid leave.**
- **An employer cannot fire, threaten, or otherwise retaliate against, or interfere with use of leave by**, an employee who: (1) requests or takes HFWA leave; (2) informs or assists another person in exercising HFWA rights; (3) files a HFWA complaint; or (4) cooperates/assists in investigation of a HFWA violation.
- **If an employee's reasonable, good-faith HFWA complaint, request, or other activity is incorrect**, an employer need not agree or grant it, but cannot act *against* the employee for it. Employees can face consequences for misusing leave.

PROTECTED HEALTH/SAFETY EXPRESSION & WHISTLEBLOWING ("PHEW"): Worker Rights to Express Workplace Health/Safety Concerns & Use Protective Equipment

- **Coverage: All Employers and Employees, Plus Certain Independent Contractors**
- PHEW covers not just "employers" and "employees," but all "**principals**" (an employer or a business with at least 5 independent contractors) and "**workers**" (employees or independent contractors working for a "principal").

Worker Rights to Oppose Workplace Health/Safety Violations:

- It is unlawful to **retaliate against, or interfere with**, the following acts:
 - (1) **raising reasonable concerns**, including informally, to the principal, other workers, the government, or the public, about workplace violations of government health or safety rules, or a significant workplace health or safety threat;
 - (2) **opposing or testifying, assisting, or participating** in an investigation or proceeding about retaliation for, or interference with, the above-listed conduct.
- A principal need not address a worker's PHEW-related concern, but it still cannot fire or take other action against the worker for raising such a concern, as long as the concern was reasonable and in good-faith.

Workers' Rights to Use Their Own Personal Protective Equipment ("PPE"):

- A worker must be allowed to **voluntarily wear their own PPE** (mask, faceguard, gloves, etc.) if the PPE (1) provides **more protection** than equipment provided at the workplace, (2) is **recommended** by a government health agency (federal, state, or local), and (3) does not make the worker **unable to do the job**.

COMPLAINT RIGHTS (under both HFWA & PHEW)

- Report violations to the



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

SE CONSIDERARÁ 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 ASCENDENCIA 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 EQUITAD 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 PROHIBEN 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(i) El empleador no despedirá, disciplinará, discriminará, coaccionará, intimidará, amenazará o 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 bantúes, 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.

crd.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 dedique a la VENTA al PÚBLICO y CUALQUIER LUGAR QUE OFREZCA SERVICIOS, INSTALACIONES, PRIVILEGIOS, VENTAJAS, o ADAPTACIONES al PÚBLICO.

ES UNA PRÁCTICA DISCRIMINATORIA E ILEGAL QUE UNA PERSONA DIRECTA O INDIRECTAMENTE:

RECHACE, REHUSE o DENEGUE 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 COMPAÑÍA 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 PUEDE HACER LAS SIGUIENTES PREGUNTAS:

- ¿ESTE PERRO ES UN ANIMAL DE SERVICIO ENTRENADO INDIVIDUALMENTE PARA REALIZAR TAREAS O TRABAJOS RELACIONADOS CON UNA DISCAPACIDAD?
- ¿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 LA ENTIDAD Y/O DEL MANTENIMIENTO DE UN AMBIENTE ESTÉRIL. LA SIMPLE PRESENCIA DE UN ANIMAL DE SERVICIO NO CONSTITUYE UNA INFRACCIÓN 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 PROHIBEN 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 LA 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 bantúes, 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.

crd.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 empleador, 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.cdle.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/cdle/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 coloradoui.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 coloradoui.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 coloradoui.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.cdle.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/cdle/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 coloradoui.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 coloradoui.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 metropolitana de Denver); 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 (Reglamentos Relativos a la Seguridad de Empleo), 7.3.1 a 7.3.5
Los empleadores pueden descargar copias de este póster en coloradoui.gov/employer, luego hacer clic en Forms / Publications.



COLORADO
Department of
Labor and Employment

IT STARTS WITH YOU
Building a better Colorado



SALARIO DE COLORADO Y DERECHOS DE HORAS Y RESPONSABILIDADES:
Póster y Aviso de Orden COMPS (Estándares de Horas Extras y Pago Mínimo de Colorado)

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](https://colorado.gov/LaborLaw.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 de horas regulares
- Agricultura: 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)

- Sólo puede ser sin pago para los empleados que estén completamente relevados de sus funciones y a los que se les permita 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, hasta 10	>10, hasta 14	>14, hasta 18	18, hasta 22	>22
#Periodos de Descanso:	0	1	2	3	4	5	6

- No es necesario que esté fuera del sitio, pero no debe incluir trabajo y debe ser a la mitad de las 4 horas de ser posible.
- Los períodos de descanso cuentan como tiempo trabajado, incluso para el salario mínimo y las horas extras.
- Se debe hacer un pago adicional por el tiempo de descanso no autorizado o permitido, incluso para los empleados que no reciban pago por hora.
- Las reglas de descanso difieren para algunos trabajos agrícolas (Regla 2.3 y Reglas de Condiciones Laborales Agrícolas)

Deducciones, créditos, cargos y pagos retenidos (Regla 6 y Ley de Salarios de Colorado)

- Pago final: Se debe pagar puntualmente (si el empleador termina el contrato) o en la próxima fecha de pago (si el empleado renuncia)
- Vacaciones no utilizadas: Se deben pagar vacaciones a los empleados que se van, incluso si fueron despedidos por una causa justificada o renunciaron sin previo aviso.
- Crédito por propian: Puede reducir el salario por hora hasta \$3.02 si las propinas (no los cargos por servicio) no se comparten con el personal que no recibe propinas
- Comidas: Puede cubrir el costo o el valor (sin lucro) de las comidas aceptadas voluntariamente
- Alojamiento: Se pueden cobrar entre 25 y 100 dólares semanales (según el tipo de vivienda) si es voluntario y principalmente para beneficio de los empleados.
- Uniformes: No se pueden cobrar ni exigir depósitos por uniformes especiales, limpieza especial o



Las deducciones de salarios de los empleados comienzan el 1 de enero de 2023

- La participación de los empleados en las primas de FAMLI se ha establecido en 0.45 % de los salarios de los empleados hasta 2024. Para 2025 y más allá, el director de la División FAMLI establece la tasa de prima de acuerdo con una fórmula basada en el valor monetario del fondo cada año. Los empleadores con un total de diez o más empleados a nivel nacional también deben aportar un 0.45 % adicional de los salarios para un total de 0.9 %, pero los empleadores con nueve o menos empleados solo son responsables de enviar la participación del empleado del 0.45 % a la División FAMLI.
- A partir de 2023, los empleados pueden comenzar a deducir hasta un 0.45 % del salario de los empleados para las contribuciones de FAMLI. Esto se puede hacer a través de una simple deducción de nómina, y los empleados notarán la deducción en sus cheques de pago regulares. Los empleadores son responsables de cobrar esas deducciones y enviarlas a la División FAMLI en nombre de sus empleados una vez por trimestre.

Las prestaciones comienzan el 1 de enero de 2024

- A partir de 2024, las prestaciones de licencia familiar y médica pagadas están disponibles para la mayoría de los empleados de Colorado que tengan una afección que reúna los requisitos y que haya ganado \$2,500 durante el año anterior por el trabajo realizado en Colorado.
- Las condiciones que califican para la licencia familiar y médica pagada son:
 - Cuidar a un nuevo hijo durante el primer año después del nacimiento, adopción o colocación en hogares de acogida de ese niño.
 - Cuidar a un familiar con una enfermedad grave.
 - Cuidando su propio estado de salud grave.
 - Hacer arreglos para el despliegue militar de un miembro de la familia.
 - Obtener vivienda segura, atención y/o asistencia legal en respuesta a violencia doméstica, acoso, agresión sexual o abuso sexual.
- Los empleados cubiertos tienen derecho a un máximo de 12 semanas de licencia familiar y médica pagada por año. Las personas con condiciones de salud graves causadas por complicaciones del embarazo o del parto tienen derecho a un máximo de 4 semanas más de licencia familiar y médica pagada al año hasta un total de 16 semanas.
- La licencia puede tomarse de manera continua, intermitente o en forma de horario reducido.
- La licencia se pagará a una tasa de hasta el 90% del salario promedio semanal del empleado, con base en una escala móvil. Los empleados pueden estimar sus prestaciones usando la calculadora de s disponible en famli.colorado.gov.
- No tiene que trabajar para su empleador una cantidad mínima de tiempo para calificar para las prestaciones de licencia familiar y médica pagada.
- Si la licencia FAMLI se usa por una razón que también califica como licencia bajo la FMLA federal, entonces la licencia también contará como licencia FMLA usada.
- Los empleados pueden optar por usar la licencia por enfermedad u otro tiempo libre remunerado antes de usar las prestaciones de FAMLI, pero no están obligados a hacerlo.
- Los empleadores y empleados pueden acordar mutuamente complementar las prestaciones de FAMLI con licencia por enfermedad u otro tiempo libre remunerado para proporcionar un reemplazo salarial completo.

Presentación de Reclamos

- Los empleados no podrán solicitar las prestaciones hasta el último trimestre de 2023. Las prestaciones estarán disponibles a partir de enero de 2024. Las instrucciones sobre cómo solicitar prestaciones estarán disponibles en famli.colorado.gov en el último trimestre de 2023.
- Los empleados o sus representantes designados solicitan las prestaciones de FAMLI presentando una solicitud, junto con la documentación requerida, directamente a la División FAMLI. Los empleados no pueden hacer que los empleados soliciten beneficios de FAMLI.
- Las solicitudes podrán presentarse antes de la ausencia del trabajo, y en algunas circunstancias, podrán presentarse una vez iniciada la ausencia.
- Las solicitudes aprobadas serán pagadas por la División FAMLI dentro de las dos semanas siguientes a la presentación adecuada del reclamo, y cada dos semanas a partir de entonces mientras dure la licencia aprobada.
- Los empleados pueden apelar las determinaciones de reclamos ante la División FAMLI.
- Las personas que intenten defraudar el programa FAMLI pueden ser descalificadas para recibir las prestaciones.

Protección laboral y continuidad de las prestaciones

- Los empleados deben conservar sus prestaciones de atención médica para los empleados mientras estén de licencia FAMLI, y tanto el empleador como el empleado siguen siendo responsables de pagar esas prestaciones en las mismas cantidades que antes de que comenzara la licencia.
- El empleado que haya trabajado para el empleador por lo menos 180 días tiene derecho a regresar al mismo puesto, o a un puesto equivalente, a su regreso de la licencia FAMLI.

Prohíbanse las represalias, la discriminación y la interferencia

- Los empleados no podrán interferir con los derechos de los empleados bajo FAMLI, y no podrán discriminarlos ni tomar represalias contra ellos por ejercer esos derechos.
- Los empleados que sufran represalias, discriminación o injerencia pueden presentar demanda ante los tribunales, o pueden presentar una denuncia ante la División FAMLI.

Otra información importante

- Un empleador puede ofrecer un plan privado que brinde los mismos beneficios que el plan estatal FAMLI, y que no imponga costos ni restricciones adicionales.
- Los planes privados deben ser aprobados por la División FAMLI.
- Se alienta a los empleados y empleadores a denunciar las infracciones de FAMLI a la División FAMLI.



CARTEL DE DERECHOS DE SALUD PÚBLICA EN EL LUGAR DE TRABAJO DE COLORADO:
LICENCIA PAGADA, DENUNCIAS Y EQUIPO DE PROTECCIÓN

Actualización del 14 de julio de 2023
puede actualizarse periódicamente

LA LEY DE FAMILIAS Y LUGARES DE TRABAJO SALUDABLES ("HFWA"):

Derechos de licencia pagada

Cobertura: todos los empleados de Colorado, de cualquier tamaño, deben proporcionar licencia pagada

- Los empleados obtienen 1 hora de licencia pagada por cada 30 horas trabajadas ("licencia acumulada"), hasta 48 horas al año.
- Se aplican hasta 80 horas de licencia complementaria en una emergencia de salud pública (PHE), hasta 4 semanas después de que finaliza la PHE.
- Los empleados deben recibir su pago a la tasa de pago regular durante la licencia, y el empleador debe continuar con sus beneficios.
- Hasta 48 horas de licencia acumulada no utilizada se transfieren para su uso el próximo año.
- Para obtener detalles sobre situaciones específicas (horas irregulares, pago que no es por horas, etc.), consulte la Regla 3.5 de protección salarial, 7CCR 1103-7.

Los empleados pueden usar la licencia acumulada para las siguientes necesidades de seguridad o salud en caso de:

- (1) enfermedad mental o física, lesión o condición de salud que impida el trabajo, incluyendo el diagnóstico o la atención preventiva;
- (2) abuso doméstico, agresión sexual o acoso criminal que conduzca a necesidades de salud, reubicación, legales u otros servicios;
- (3) cuidar a un miembro de la familia que experimenta una de las afecciones descritas en la categoría (1) o (2);
- (4) duelo, asistencia funeraria/conmemoratoria o necesidades financieras/legales después de la muerte de un miembro de la familia;
- (5) las inclemencias del tiempo, la pérdida de energía/calor/agua u otra ocurrencia inesperada, los empleados deben (a) evacuar su residencia o (b) cuidar a un miembro de la familia cuya escuela o lugar de atención fue cerrado; o
- (6) en una PHE (*Emergencia de Salud Pública*), un funcionario público cerró el lugar de trabajo, o la escuela o el lugar de cuidado del hijo del empleado.

Políticas del empleador (aviso: documentación; uso incremental; privacidad y registros de licencias pagadas)

- **Notificación escrita y carteles:** Los empleadores deben (1) notificar a los nuevos empleados a más tardar que otros documentos/políticas de incorporación; y (2) mostrar carteles actualizados y proporcionar avisos actualizados a los empleados actuales, antes de fin de año.
- **Aviso de licencia "previsible":** Los empleados pueden adoptar "procedimientos razonables" por escrito sobre cómo los empleados deben notificar si requieren una licencia "previsible", pero **no pueden negar la licencia remunerada** por incumplimiento de dicha política.
- **Un empleador puede requerir documentación para demostrar que la licencia acumulada fue por una razón calificada solo si la licencia fue por cuatro o más días de trabajo consecutivos** (*es decir*, días en los que un empleado habría trabajado, no días calendario).
- **No se requiere documentación para tomar la licencia acumulada**, pero se puede requerir tan pronto como un empleado regrese al trabajo o se separe del trabajo (lo que ocurra primero). **No se puede requerir documentación para la licencia de PHE.**
- **Para documentar la licencia por una necesidad relacionada con la salud de un empleado (o de un miembro de la familia de un empleado), un empleado puede proporcionar:** (1) un documento de un proveedor de servicios sociales o de salud si se recibieron los servicios y se puede obtener un documento en un tiempo razonable y sin gastos adicionales; de *lo contrario* (2) el propio documento escrito del empleado.
- **La documentación sobre abuso doméstico, agresión sexual o acoso criminal** puede ser un documento o escrito según (1) *arriba (por ejemplo, proveedor de servicios legales o de refugio)* o según (2) *arriba* con un documento legal (orden de restricción, informe policial, etc.).
- **Si un empleador considera razonablemente que la documentación de un empleado es deficiente**, el empleador debe: (A) notificar al empleado dentro de los siete días posteriores a la recepción de la documentación o al regreso al trabajo o la separación laboral del empleado (lo que ocurra primero), y (B) darle al empleado al menos siete días para subsanar la deficiencia.

Este cartel resume dos leyes de salud pública en el lugar de trabajo de Colorado, SB 20-205 (licencia paga) y HB 20-1415 & SB 22-097 (denuncia de irregularidades y equipo de protección personal). No cubre otras leyes, reglas y órdenes de salud pública o seguridad, incluso en virtud de la Ley federal de salud pública y seguridad ocupacional (OSHA), del Departamento de Salud Pública y Medio Ambiente de Colorado (CDPHE) y de las agencias de salud pública locales. Comuníquese con esas agencias para obtener dicha información sobre salud y seguridad.

*En una PHE, los empleados obtienen horas adicionales de licencia por incapacidad para trabajar, pruebas, cuarentena, cuidado de la familia en dichas situaciones y necesidades relacionadas. No hay PHE vigente; este cartel se actualizará si se declara uno.

Este cartel debe mostrarse donde los trabajadores puedan acceder fácilmente, compartirse con trabajadores remotos, proporcionarse en otros idiomas según sea necesario y reemplazarse con cualquier versión actualizada anualmente.

Este Cartel es un resumen y no se puede confiar en él como información completa de la legislación laboral. Para todas las reglas, hojas informativas, traducciones, preguntas o quejas, comuníquese con: DIVISIÓN DE NORMAS Y ESTADÍSTICAS LABORALES, ColoradoLaborLaw.gov, [cdle_labor_standards@state.co.us](https://colorado.gov/cdle_labor_standards@state.co.us), 303-318-8441 / 888-390-7936.