WISCONSIN

LABOR LAW POSTINGS

English and Spanish

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Wisconsin Labor Law Postings

Thank you for using GovDocs! This file contains the following state postings:

Posting ID	Name of Posting	Posting Requirements
LWI01	UI Benefits, Notice to Employees About Claiming UCB-7-P	Required for all employers who are subject to Wisconsin's Unemployment Compensation Law
LWI09	UI Benefits, Notice to Employees About Claiming (Spanish) UCB-7-S-P	Optional for all employers with Spanish-speaking employees
LWI27	UI Benefits, Notice to Employees About Claiming (Hmong)	Optional for employers with Hmong speaking employees
LWI28	UI Benefits, Notice to Employees About Claiming (multi languages)	Optional for employers with employees who speak Albanian, Bosnian/ Croatian/Serbian, Laotian, Polish, Russian, Somali, or Vietnamese
LWI02	Minimum Wage Rates	Optional for all employers
LWI19	Minimum Wage Rates (Spanish)	Optional for all employers with Spanish-speaking employees
LWI03	Hours and Times of Day Minors May Work in Wisconsin	Required for all employers, except agriculture and domestic service, who hire minors
LWI18	Hours and Times of Day Minors May Work in Wisconsin (Spanish)	Optional for all employers with Spanish-speaking employees
LWI04	Fair Employment Law	Required for all employers
LWI10	Fair Employment Law (Spanish)	Optional for all employers with Spanish-speaking employees
LWI05	Family and Medical Leave	Required for all employers of 50 or more employees
LWI11	Family and Medical Leave (Spanish)	Optional for employers of 50 or more employees with Spanish-speaking employees
LWI06	Notification For Cessation of Health Care Benefits	Required for all employers of 50 or more employees
LWI07	Employee Rights Under WI Business Closing/ Mass Layoff (Layoff Notice)	Required for employers with 50 or more employees to display at all worksites. Employees may be excluded if they work fewer than 20 hours a week, or if they have worked less than 6 months.
LWI20	Employee Rights Under WI Business Closing/ Mass Layoff (Layoff Notice) (Spanish)	Optional for all employers with Spanish-speaking employees
LWI08	Workers w/ Disabilities Paid at Special Min. Wage	Required for employers with a special minimum wage license issued by DWD
LWI12	Protections Against Use of Honesty Testing Devices	Required for employers who use honesty testing to display this poster in one or more conspicuous places where notices to employees are customarily posted.
LWI13	Retaliation Protection for Healthcare Workers	Required for all employers who are health care providers or who own or manage a health care facility.
LWI21	Retaliation Protection for Healthcare Workers (Spanish)	Optional for all employers who are health care providers or who own or manage a health care facility who employ Spanish-speaking employees.
LWI15	Hazardous Chemicals in the Workplace (Right To Know)	Required for Public employers
LWI16	Public Employee Safety and Health	Required for Public employers
LWI22	No Smoking	Required for all employers
LWI24	Human Trafficking	Optional for gas stations, hotels, adult entertainment establishments, hair/ nail salons, agricultural labor, hospitals, medical centers, athletic/sporting events, massage parlors, spas, alternative health entity, courthouses, rest areas, and transit centers.
LWI32	Human Trafficking (Spanish)	Optional for gas stations, hotels, adult entertainment establishments, hair/ nail salons, agricultural labor, hospitals, medical centers, athletic/sporting events, massage parlors, spas, alternative health entity, courthouses, rest areas, and transit centers.
LWI25	Bone Marrow and Organ Donation Leave	Required for all employers with 50 or more employees
LWI26	Bone Marrow and Organ Donation Leave (Spanish)	Optional for all employers
LWI30	Contract Compliance Law (DOA-3031P)	Required for every contractor with the state and applicants for employment which explain Wisconsin's contract compliance law

Print and Display Guidelines

If needed, the postings in this file can be printed and displayed:

- Postings are formatted according to the issuing agency's size requirements. See the Posting Requirements column (above) for those that require a specific paper size and/or colored printing
- Each posting is set up to print on 8.5" x 11" paper; some are formatted to print on multiple pages
- Review each posting and respective requirements to ensure it's applicable to your company. Contact your HR representative for details
- Display postings in employee common areas, such as a breakroom, cafeteria, employee lounge, etc.

102254

Notice to Employees About Applying for WISCONSIN UNEMPLOYMENT BENEFITS

dwd.wisconsin.gov/uiben/handbook/apply.htm

When To Apply

- You are totally unemployed,
- Your weekly earnings are reduced,
- You expect to be laid off within the next 13 weeks, or
- You are participating in the Trade Adjustment Assistance (TAA) program.

Unsure if you will qualify? Apply to find out if you are eligible. Only DWD can determine if you will qualify.

IMPORTANT: You must file an initial claim application within seven days of the end of the calendar week in which you want to receive a UI benefit payment.

Information You Need To Apply

- A username and password (for filing online).
- A valid email address or mobile phone number.
- Your current address.
- Your social security number.
- Your Wisconsin driver license or identification number (if you have one).
- Your work history for the last 18 months, including:
  - Employers' business names.
  - Employers' addresses (including zip code).
  - Employers' phone number.
  - First and last dates of work with each employer.
  - Reason for no longer working with each employer.
- If you are not a U.S. citizen, your alien registration number, document number and expiration date.
- If you served in the military in the last 18 months, Form DD-214.
- If you are a federal civilian employee, Form SF-50 or SF-8.
- If you are a union member, the name and local number of your union hall.
- If you want UI benefit payments by direct deposit, your bank's routing number and your account number.

DWD is an equal opportunity employer and service provider. If you have a disability and need assistance with this information, please dial 7-1-1 for Wisconsin Relay Service. Please contact the Unemployment Insurance Division at (414) 435-7069 or toll-free at (844) 910-3661 to request information in an alternate format, including translated to another language.

How To Apply

1. Go to **my.unemployment.wisconsin.gov**
2. Read and accept terms and conditions.
3. Create a username and password.

   Note: When you authorize to use online services, you may be mailed an identity verification letter with a code that **must** be entered within seven days.
4. Log on to access your claimant portal.
5. Complete your initial claim application.

Apply online during these times:

Sunday	9:00 AM – Midnight
Monday – Friday	Available 24 Hours
Saturday	Midnight – 3:00 PM

Need Help?

For access to a computer and workforce services:

- Visit your closest Job Center wisconsinjobcenter.org/directory

For help using online services or if you are unable to go online:

- Call Unemployment Insurance (UI) at (414) 435-7069 or toll-free (844) 910-3661 during business hours.

STATE OF WISCONSIN
DWD
Department of Workforce Development
dwd.wisconsin.gov/ui

Notice to Employers: All employers covered by Wisconsin's Unemployment Insurance law are required to prominently display this poster where employees will easily see it. If employers do not have a permanent work site regularly accessed by employees, an individual copy is to be provided to each employee. For additional copies, visit: dwd.wisconsin.gov/dwd/publications/ui/notice.htm or call (414) 438-7705.

Notice to Employees: The federal Social Security Act requires that you give us your social security number. It will be used to verify your identity and determine your eligibility. If you do not provide your social security number, we cannot take your claim.

Aviso para Empleados Sobre cómo aplicar para Beneficios por Desempleo en Wisconsin

¿Cuándo se Aplica?

- Cuando usted está totalmente desempleado,
- Usted está parcialmente desempleado (su sueldo semanal ha sido reducido), o
- Usted anticipa que le descansen (laid off), dentro de las próximas 13 semanas y le gustaría adelantar el comienzo de su año de beneficios.

Importante: Su reclamo no empieza hasta la semana en la cual usted hace su solicitud. Para evitar cualquier pérdida de beneficios, aplique durante la primera semana en la cual usted queda desempleado. No espere que la semana termine.

Para Aplicar, Tenga la Información Siguiente Lista:

- ☐ Un nombre de usuario y contraseña para aplicar en línea
- ☐ Una dirección de correo electrónico o número de teléfono móvil valido
- ☐ Su número del seguro social
- ☐ El número de su licencia de conducir o tarjeta de identificación de Wisconsin
- ☐ Su historial laboral de los últimos 18 meses
  - Los nombres comerciales de los empleadores **
  - La direcciones de los empleadores/compañías (incluyendo el código postal) **
  - Los números de teléfono de los empleadores/ compañías
  - El primer y último día en que trabajo para cada empleador/compañíar
  - La razón por la cual que ya no está trabajando con cada empleador/compañía
- ☐ Si usted no es ciudadano Americano, el número de registro extranjero, numero de documento y fecha en que caduca.
- ☐ El formulario DD214 (copia del socio 4), si participó en el Servicio Militar en los últimos 18 meses
- ☐ El formulario SF-50 o el SF-8, si usted es un empleado federal
- ☐ SI eres miembro de una Sindicato laboral, necesitamos el número de la local de dicho Sindicato

Aviso a los Empleadores: Se requiere que todo empleador cubierto bajo la ley del Desempleo del Estado de Wisconsin, expongan prominentemente este cartel, donde se pueda ver fácilmente por los empleados (ej. en el tablón de anuncios, o al lado del reloj de control de asistencia). Si el empleador no tiene una localidad permanente de trabajo a la cual los empleados tienen acceso regularmente, una copia de este cartel debe ser distribuido a cada empleado. Para obtener copias adicionales vaya en línea a: https://dwd.wi.gov/dwd/publications/ui/notice.htm, o llame (414) 438-7705 para pedir copias. **Haga el favor de proveer en la caja (a mano derecha) el nombre y dirección de la compañía/empresa en la cuenta de UI, para referencia del empleado/a.**

Aviso a los Empleados: La Ley federal del Seguro Social requiere que usted nos dé su número de seguro social. Éste será usado para verificar su identidad y determinar su elegibilidad. Si usted no nos provee con su número de seguro social, no podremos tomar su reclamo.

UCB-7-S-P (R. 09/2019)

¿Cómo Aplicar?

PASOS A SEGUIR PARA APLICAR EN LÍNEA:

1. Teclee lo siguiente en el navegador de internet: **my.unemployment.wisconsin.gov**
2. Lea y acepte los Términos y Condiciones.
3. Debe crear un nombre de usuario y una contraseña.
4. Inicie una sesión para acceder los servicios de Beneficios de Desempleo en línea.
5. Complete su aplicación.

Aplique en Linea Durante el Horario Siguiente:

Domingo	9:00 AM – 5:00 PM
Lunes – Viernes	6:00 AM – 7:00 PM
Sábado	9:00 AM – 2:30 PM

Si necesita ayuda con los servicios en línea o si realmente no puede utilizar los servicios en línea, llame al (414) 435-7069 durante horas de operación

Para más información sobre los beneficios del Desempleo, visite nuestra página web: **dwd.wisconsin.gov/ui**

STATE OF WISCONSIN
DWD
Department of Workforce Development

**** Nombre y Dirección de la Compañía/Empresa:**

DWD es un proveedor de servicios de igual oportunidad. Si usted tiene na discapacidad y necesita ayuda con esta información, marque 7-1-1 para comunicarse con el Wisconsin Relay Service (Servicio de Retransmisión de Wisconsin). Comuníquese con el Departamento de Beneficios Del Desempleo al (414) 435-7069 para pedir información en un formato alternativo, incluso traducciones a otro idioma.

GovDocs
Print Date: 9/19

Lus Qhia Cov Neeg Ua Haujlwm Txog Kev Thov WISCONSIN COV NYIAJ POOB HAUJLWM

dwd.wisconsin.gov/uiben/handbook/hmong/apply.htm

Thaumtwg Thiaj Thov Tau

- Koj poob haujlwm tag nrho,
- Koj cov nyiaj ua haujlwm tau los txhua lub limtiam raug txo,
- Koj yeej npaj tias yuav raug tshem tawm haujlwm tom ntej hauv 13 lub limtiam, losyog
- Koj tau koom nrog hauv txoj Trade Adjustment Assistance (TAA) Program.

Tsis paub meej tias koj yuav tsim nyog tau kev pab? Mus thov kom paub seb koj puas tsim nyog tau. DWD yog cov tuaj yeem txiav txim siab seb koj puas tau kev pab.

TSEEM CEEB: Koj yuav tsum ua daim ntawv thov thawj zaug tsis pub dhau 7 hnub ntawm qhov kawg ntawm lub listiam uas yog Hnub Sunday rau Hnub Saturday (calendar week) uas koj xav tau cov nyiaj UI pab.

Yam Yuav Tsum Paub Thiaj Thov Tau

- ☐ Lub npe siv nkag (username) thiab tus lus zais nkag (password) (rau kev ua ntawv thov online).
- ☐ Ib tug email chaw nyob siv tau losyog tus lej xovtooj ntawm tes.
- ☐ Koj tus chaw nyob tam sim no.
- ☐ Koj tus lej xaus saus.
- ☐ Koj daim ntawv tsav tsheb Wisconsin lossis tus lej ntawm koj daim npav ID (yog koj muaj ib tug).
- ☐ Koj cov keebkwm ua haujlwm rau 18 lub hlis dhau los, kuj muaj:
  - Cov tswv lag luam lub npe.
  - Cov tswv ntiav haujlwm chaw nyob (kuj muaj zip code).
  - Cov tswv ntiav haujlwm lej xovtooj.
  - Thawj hnub thiab hnub kawg ntawm kev ua haujlwm nrog txhua tus tswv ntiav haujlwm.
  - Yog vim li cas tsis ua haujlwm nrog txhua tus tswv ntiav haujlwm.
- ☐ Yog tias koj tsis yog neeg xam xaj Asmeskas (U.S. citizen), koj tus lej sau npe neeg txawv tebchaws (alien registration number), daim ntawv naj npawb, thiab hnub tas sijhawm
- ☐ Yog tias koj ua tub rog hauv 18 lub hlis dhau los, Form DD-214.
- ☐ Yog tias koj yog ib tug neeg ua haujlwm hauv tsoomfwv, Form SF-50 losyog SF-8.
- ☐ Yog koj yog ib tug tswv cuab ntawm lub union, lub npe thiab tus naj npawb hauv cheeb tsam ntawm koj lub union hall.
- ☐ Yog tias koj xav tau Nyiaj Pab Povhwm Poob Haujlwm (UI) them los ntawm kev tso nyiaj ncaj qha, koj lub txhab nyiaj, koj tus lej routing thiab koj tus lej account.

DWD yog ib tus tswv num haujlwm thiab muab kev pab muaj vaj huam sib luag rau sawv daws. Yog koj muaj ib tus mob xiam hoob khab tsis taus thiab xav tau kev pab rau daim ntawv no, thov hu rau 7-1-1 rau Wisconsin Relay Service. Thov hu rau Fab Saib Xyuas Kev Them Nyiaj Thaum Poob Hauj Lwm ntawm (414) 435-7069 lossis hu dawb ntawm (844) 910-3661 mus thov kom muab daim ntawv no kho ua lwm hom kom koj nyeem tau, nrog rau qhov kom muab txhais ua lwm hom lus.

Yuav Thov Licas

1. Mus rau **my.unemployment.wisconsin.gov**
2. Mus nyeem thiab txais cov lus thiab txoj cai (terms and conditions).
3. Tsim ib lub username thiab password.

   Nco Tseg: Thaum koj tso cai siv cov kev pabcuam online, koj tuaj yeem tau txais tsab ntawv txheeb xyuas tus kheej nrog ib tus lej xa tuaj uas **yuav tsum** tau siv hauv xya hnub.
4. Nkag mus rau thiab qhib kev pab (benefit services) nyob online.
5. Ua koj daim ntawv thov thawj zaug kom tiav.

Thov online thaum lub sijhawm no:

Sunday	9:00 AM – Ib tag hmo
Monday – Friday	Ncav Cuag (reachable) 24 xuab moos
Saturday	Ib tag hmo – 3:00 PM

Xav Tau Kev Pab?

Rau kev mus siv lub computer thiab kev pabcuam neeg ua haujlwm (workforce services):

- Mus xyuas koj qhov Job Center ze tshaj plaws wisconsinjobcenter.org/directory

Mus nrhiav kev pab siv cov kev pab online no, losyog koj mus tsis tau online tiag, hu:

- Hu rau Kev Thov Nyiaj Povhwm Poob Haujlwm (UI) ntawm (414) 435-7069 lossis hu dawb ntawm (844) 910-3661 rau cov sijhawm ua haujlwm no.

STATE OF WISCONSIN
DWD
Department of Workforce Development
dwd.wisconsin.gov/ui

Hais Rau Cov Tswv Num: Tag nrho cov tswv num es nyob rau hauv qab lub lav Wisconsin's Nyiaj Povhwm Poob Haujlwm kev cai lij choj yuav tsum tso saib daim ntawv no rau tej thaj tsam es tibneeg ua haujlwm yuav pom nyob rau ntawm txiag ntsia tawv. Yog cov tswv num tsis muaj ib lub chaws ua haujlwm rau lawv cov tibneeg mus tas li, lawv yuav tsum muab ib daim ntawv no rau txhua tus tibneeg ua haujlwm. Mus nrhiav kom tau daim ntawv no ntau ntxiv, mus online rau ntawm: dwd.wi.gov/dwd/publications/ui/notice.htm losyog hu xovtooj rau (414) 438-7705 thov cov ntawv luam.

Lus Ceebtoom Rau Cov Tibneeg Ua Haujlwm: Txoj cai los ntawm Federal Social Security hais tias koj yuav tsum muab koj tus Social Security nwaj npawb rau peb. Koj tus nwaj npawb no yuav qhia hais tias yog koj tiag thiab yuav siv qhia seb koj puas yuav txais tau nyiaj poob haujlwm. Yog koj tsis muab koj tus Social Security nwaj npawb thaum koj thov cov nyiaj no, peb yuav pab tsis tau koj.

UCB-7-H-P (R. 01/04/2024)

GovDocs
Print Date: 1/24

Notice to Employees About Applying for Wisconsin Unemployment Benefits

The directions below are for non-native English speakers who may need to reference one of the following languages. The text reads:

To ask questions about or to apply for unemployment benefits, call 414-435-7069 between 7:35 AM and 3:30 PM on Monday - Friday. An interpreter will be provided for Unemployment Insurance services at no cost.

- **Shqip - Albanian**

  Për pyetje lidhur me përfitimet e papunësisë ose për të kërkuar përfitime papunësie, telefononi: 414-435-7069 nga ora 7:35 paradite deri 3:30 mbasdite nga e hëna deri të premten. Do t'ju vihet në dispozicion një përkthyes falas për shërbimet e Sigurimit të Papunësisë.

- **Bosanski/Hrvatski/Srpski - Bosnian/Croation/Serbian**

  Za pitanja o beneficijama u toku nezaposlenosti (unemployment benefits) ili da se za njih prijavite, nazovite 414-435-7069 izmedju 7:35 i 15:30 od ponedeljka do petka. Besplatan tumač će biti obezbeđen za usluge osiguranja tokom nezaposlenosti (Unemployment Insurance).

- **ຄົນລາວ - Laotian**

  ຖ້າທ່ານຕ້ອງການຕິດຕໍ່ຂໍຊາບລາຍລະອຽດກ່ຽວກັບສວັສດິການຊ່ວຍເຫລືອຄົນຕົກວຽກ ຫລືຕ້ອງການຮ້ອງຂໍເອົາສວັສດິການດັ່ງກ່າວ, ໃຫ້ໂທຫາ 414-435-7069 ຕັ້ງແຕ່ 7:35 ໂມງເຊົ້າ ຫາ 3:30 ໂມງແລງ ວັນຈັນ ຫາ ວັນສຸກ. ຈະຈັດຫານາຍພາສາລາວໄວ້ສຳຫລັບການບໍລິການທາງດ້ານການປະກັນການຕົກວຽກ ໂດຍບໍ່ຄິດຄ່າບໍລິການໃດ ໆ ທັງສິ້ນ.

- **Język polski - Polish**

  Uzyskać informację o zasiłkach dla bezrobotnych albo złożyć podanie o nie można dzwoniąc na numer 414-435-7069 między 7.35 a 15.30 od poniedziałku do piątku. W załatwianiu spraw związanych z ubezpieczeniem od bezrobocia zapewniamy bezpłatne usługi tłumacza.

- **Русский - Russian**

  Задать вопросы о пособии по безработице или подать заявление о назначении этого пособия можно, позвонив по телефону 414-435-7069 с7:35 до 15:30 с понедельника по пятницу. Услуги переводчика в связи со страхованием от безработицы будут предоставляться бесплатно.

- **Soomaali - Somali**

  Si aad u codsatid munaafacooyinka shaqola'aanta ama aad su'aalo u wedydiisid, waxaad wacdaa 414-435-7069 inta u dhexeeysa 7:35 aroornimo ilaa 3:30 galabnimo ee Isniin ilaa Jimce. Wixii la xiriira adeegyada Caymiska Shaqola'aanta waxaa si kharash la'aan ah laguugu keeni doona turjubaan.

- **Tiếng Việt – Vietnamese**

  Muốn nêu câu hỏi hoặc nạp đơn hưởng trợ cấp thất nghiệp, xin gọi 414-435-7069 từ 7 giờ 35 sáng đến 3 giờ 30 chiều, từ thứ Hai đến thứ Sáu. Chúng tôi có phiên dịch viên miễn phí cho những dịch vụ Bảo hiểm Thất nghiệp.

STATE OF WISCONSIN

DWD

Department of Workforce Development

UCB-7-1-P (R. 09/2019)

GovDocs
Print Date: 9/19

WISCONSIN MINIMUM WAGE RATES

Effective July 24, 2009 (Wis. Stat. ch. 104)

General Minimum Wage Rates

Non-Opportunity Employees:

$7.25 per Hour

Opportunity Employees:

$5.90 per Hour

Minimum Wage Rates for Tipped Employees

Non-Opportunity Employees:

$2.33 per Hour

Opportunity Employees:

$2.13 per Hour

Note: "Opportunity employee" means an employee who is not yet 20 years old and who has been in employment status with a particular employer for 90 or fewer consecutive calendar days from the date of initial employment.

Minimum Wage Rates for All Agricultural Employees

Adults **$7.25 per Hour**

Minors **$7.25 per Hour**

Minimum Rates for Caddies

9 Holes **$5.90**

18 Holes **$10.50**

For more information contact:

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION

201 E WASHINGTON AVE ROOM A100
MADISON WI 53703

PO BOX 8928
MADISON WI 53708-8928
Telephone: (608) 266-6860

819 N 6TH ST ROOM 723
MILWAUKEE WI 53203

Telephone: (414) 227-4384

Website: http://dwd.wisconsin.gov/er/

The Department of Workforce Development is an equal opportunity employer and service provider. If you have a disability and need to access this information in an alternate format or need it translated to another language, please contact us.

ERD-9247-P (R. 06/2020)

LWI02/1

WISCONSIN MAXIMUM ALLOWANCES FOR BOARD AND LODGING

Effective July 24, 2009

Non-Agricultural Employment

	Non-Opportunity Employees:	Opportunity Employees:
Meals	$87.00 Per Week $4.15 Per Meal	$70.80 Per Week $3.35 Per Meal
Lodging	$58 .00 Per Week $8.30 Per Day	$47.20 Per Week $6.75 Per Day

Agricultural Employment

All Employees:

Meals	$87.00 Per Week $4.15 Per Meal
Lodging	$58.00 Per Week $8.30 Per Day

Camp Counselor Employment

Weekly Salary for All Employees [Adults and Minors]

	Board & Lodging	Board Only	No Board or Lodging
Salary Rates	$210.00	$265.00	$350.00

When board or lodging provided by an employer is accepted and received by an employee, the employer is permitted to deduct up to the above amounts from the worker's paycheck. The amounts deducted are used to determine if the employee is receiving the required minimum wage rates.

GovDocs
Print Date: 10/20

TARIFAS DE SALARIO MINIMO DE WISCONSIN
Efectivas el 24 de Julio de 2009

Tarifas Generales De Salario Minimo

Empleados que no son de Oportunidad:
$7.25 Por Hora

Empleados de Oportunidad:
$5.90 Por Hora

Tarifas De Salario Minimo Para Empleados Que Reciben Propinas

Empleados que no son de Oportunidad:

$2.33 Por Hora

Empleados de Oportunidad:

$2.13 Por Hora

Nota: "Empleado de oportunidad" se refiere a un empleado que todavía no tiene 20 años de edad, el cual ha estado empleado con el empleador o patrono en particular durante 90 o menos días de calendario consecutivos a partir de la fecha en que comenzó su empleo.

Tarifas De Salario Minimo Para Empleados Agricolas

Adultos $7.25 Por Hora

Menores $7.25 Por Hora

Tarifas Minimas Para Caddies

9 Hoyos $5.90

18 Hoyos $10.50

Para mayor información póngase en contacto:

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION
LABOR STANDARDS BUREAU

201 E WASHINGTON AVE ROOM A300
PO BOX 8928
MADISON WI 53708

Telephone: (608) 266-6860

819 N 6th ST
ROOM 723
MILWAUKEE WI 53203

Telephone: (414) 227-4384

Website: http://dwd.wisconsin.gov/er/

The Department of Workforce Development is an equal opportunity employer and service provider. If you have a disability and need to access this information in an alternate format or need it translated to another language, please contact us.

ERD-9247-S-P (R. 06/2020)

LWI19/1

ASIGNACIONES MAXIMAS POR ALIMENTOS Y ALOJAMIENTO EN WISCONSIN

Efectivas el 24 de Julio de 2009

EMPLEO FUERA DE LA AGRICULTURA

	EMPLEADOS QUE NO SON DE OPORTUNIDAD	EMPLEADOS DE OPORTUNIDAD
Comidas	$87.00 Por Semana $4.15 Por Comida	$70.80 Por Semana $3.35 Por Comida
Alojamiento	$58.00 Por Semana $8.30 Por Día	$47.20 Por Semana $6.75 Por Día

EMPLEO AGRICOLA

Todos los Empleados

Comidas	$87.00 Por Semana $4.15 Por Comida
Alojamiento	$58.00 Por Semana $8.30 Por Día

EMPLEO DE CONSEJEROS DE CAMPAMENTO

Salario Semanal para Todos los Empleados

	Comida y Alojamiento	Comida Solamente	Sin Comida ni Alojamiento
Salario	$210.00	$265.00	$350.00

Cuando un empleado acepta y recibe la comida o el alojamiento provisto por el empleador o patrono, está permitido que el empleador o patrono deduzca del cheque del trabajador hasta el monto correspondiente como se lo indica arriba. Las cantidades deducidas son usadas para determinar si el empleado está recibiendo las tarifas de salario mínimo requeridas.

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Print Date: 10/20

Hours and Times of Day
Minors May Work in Wisconsin

State and federal laws do not limit the hours that minors 16 years of age or over may work, except that they may not be employed or permitted to work during hours of required school attendance under Wis. Stat. § 118.15.

State and federal laws also permit minors under 16 to work up to seven days per week in the delivery of newspapers and agriculture. In most other types of labor, minors under 16 may only work six days a week.

Most employers must obtain work permits for minors under 16 before permitting them to work. For further information, see the Wisconsin Employment of Minors Guide (ERD-4758-P).

Maximum Hours of Work for 14 & 15 year-old minors	After Labor Day through May 31	June 1 through Labor Day
Daily Hours		
Non-School Days	8 hours	8 hours
School Days	3 hours	3 hours
Weekly Hours		
Non-School Weeks	40 hours	40 hours
School Weeks	18 hours	18 hours
Permitted Time of Day	7am-7pm	7am-9pm

Employers subject to both federal and state laws must comply with the more stringent section of the two laws.

State child labor laws prohibit work during times that minors are required to be in school, except for students participating in work experience and career exploration programs operated by the school.

Minors under 16 years of age are limited to the maximum hours and time of day restrictions even though they may work for more than one employer during the same day or week.

Minors under 14 years of age are allowed to work in certain occupations (e.g., street trades, agriculture, and work in school lunch programs. See the Wisconsin Employment of Minors Guide, ERD-4758-P, for more detail). These minors are subject to the same hourly and time of day restrictions as minors who are 14 or 15 years of age.

Minors under 18 years of age may not work more than 6 consecutive hours without having a 30-minute, duty free meal period.

Minors 16 & 17 years of age who are employed after 11:00 pm must have 8 hours of rest between the end of one shift and the start of the next shift.

Minimum Wage for minors is $7.25 per hour. Employers may pay an “Opportunity Wage” of $5.90 per hour for the first 90 days of employment. On the 91st day, the wage must increase to $7.25 per hour.

For further information about the federal child labor laws call (608) 441-5221, or write to U.S. Department of Labor, Wage & Hour, 740 Regent Street, Suite 102, Madison, WI 53715.

For further information about the state child labor laws, call the Equal Rights Division in Madison (608) 266-6860 or Milwaukee (414) 227-4384.

DEPARTMENT OF WORKFORCE DEVELOPMENT - EQUAL RIGHTS DIVISION

PO BOX 8928 MADISON WI 53708

Telephone: (608) 266-6860

Website: http://dwd.wisconsin.gov/er/

DWD is an equal opportunity employer and service provider. If you have a disability and need assistance with this information. Please contact the Equal Rights Division at (608) 266-6861 to request information in an alternate format, including translated to another language.

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Print Date: 10/20

Horas y Horarios del Día Que Menores Pueden Trabajar en Wisconsin

Las leyes estatales y federales no limitan las horas en las que menores de 16 años o más pueden trabajar, a excepción de que no pueden trabajar o no se les debe permitir trabajar durante las horas en las que deben asistir a la escuela bajo el Estatuto de Wisconsin § 118.15.

Las leyes estatales y federales tambien permiten que los menores de menos de 16 años trabajen hasta siete días por semana en el reparto de periódicos y en la agricultura. En la mayoría de otros tipos de trabajos, los menores de menos de 16 años solo pueden trabajar seis días por semana.

La mayoría de los empleadores deben obtener permisos de trabajo para menores de 16 años *antes* de permitir que trabajen. Para más información, vea la Guia de Empleo de Menores de Wisconsin. (ERD-4758-P).

Horas Máximas de Trabajo para menores de 14 & 15 años	**Despues del Día del Trabajo hasta el 31 de mayo**	**Desde el 1° de junio hasta el Día del Trabajo**
Horas Diarias		
Días sin Clases	8 horas	8 horas
Días de Clase	3 horas	3 horas
Horas Semanales		
Semanas sin Clases	40 horas	40 horas
Semanas de Clase	18 horas	18 horas
Horas Permitidas del Día	7am-7pm	7am-9pm

Empleadores sujetos tanto a las leyes federales como a las estatales deben cumplir con la sección más exigente de las dos leyes.

Las leyes estatales de trabajo de menores prohiben que los menores trabajen durante las horas en las que deben asistir a la escuela, a excepción de estudiantes que participen en programas de experiencia laboral y orientación vocacional organizados por su escuela.

Menores de menos de 16 años estan limitados a las restricciones de horas máximas y de horas permitidas del día aún cuando pueden trabajar para más de un empleador durante el mismo día o la misma semana.

Menores de menos de 18 años no pueden trabajar más de 6 horas consecutivas sin tener un periodo de comida sin deberes de 30 minutos.

Menores de 16 y 17 años de edad que trabajan despues de las 11:00pm deben de tener 8 horas de descanso entre el fin de un turno y el comiezo del próximo turno.

El Salario Minimo para menores es $7.25 por hora. Empleadores pueden pagar un “Salario de Oportunidad” de $5.90 por hora durante los primeros 90 días de empleo. En el día 91, el salario debe subir a $7.25 por hora.

Para más información sobre las leyes federales de trabajo de menores, llame al (608) 441-5221, o escriba a U.S. Department of Labor, Wage & Hour, 740 Regent Street, Suite 102, Madison, WI 53715.

Para más información sobre las leyes estatales de trabajo de menores, llame a la Equal Rights Division en Madison al (608) 266-6860 o en Milwaukee al (414) 227-4384.

DEPARTMENT OF WORKFORCE DEVELOPMENT - EQUAL RIGHTS DIVISION

PO BOX 8928 MADISON WI 53708

Telephone: (608) 266-6860

Website: http://dwd.wisconsin.gov/er/

El Departamento de Desarrollo Laboral provee oportunidades iguales en sus servicios. Si usted necesita asistencia para tener acceso a los servicios, o necesita materiales en otro formato, por favor póngase en contacto con nosotros. Las personas sordas o con impedimentos auditivos o del habla pueden llamarnos usando los números de TTY provistos.

ERD-9212-P (R. 06/2020)

LWI18

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Print Date: 10/20

WISCONSIN FAIR EMPLOYMENT LAW

Section 111.31-111.395 Wisconsin Statutes and DWD 218 Wisconsin Administrative Code requires that all employers prominently display this Poster in all places of employment.

It is unlawful to discriminate against employees and job applicants because of their:

- Sex
- Color
- Ancestry
- Disability
- Marital Status
- Race
- Creed (Religion)
- Age (40 or Over)
- Use of Lawful Products
- Arrest or Conviction
- Honesty Testing
- National Origin
- Pregnancy or Childbirth
- Sexual orientation
- Genetic Testing
- Military Service
- Declining to Attend a Meeting or Participate in any Communication About Religious or Political Matters

This law applies to employers, employment agencies, labor unions and licensing agencies.

Employers may not require certain types of honesty testing or genetic testing as a condition of employment, nor discipline an employee because of the results.

Employees may not be harassed in the workplace based on their protected status nor retaliated against for filing a complaint, for assisting with a complaint, or for opposing discrimination in the workplace.

There is a 300-day time limit for filing a discrimination complaint.

For more information or a copy of the law and the administrative rules contact:

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION

201 E WASHINGTON AVE ROOM A100
PO BOX 8928
MADISON WI 53708

Telephone: (608) 266-6860

819 N 6th ST
ROOM 723
MILWAUKEE WI 53203

Telephone: (414) 227-4384

Website: http://dwd.wisconsin.gov/er/

The Department of Workforce Development is an equal opportunity employer and service provider. If you have a disability and need to access this information in an alternate format or need it translated to another language, please contact us.

ERD-4531-P (R. 06/2020)

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Print Date: 10/20

Ley De Empleo Justo De Wisconsin

Sección 111.31-111.395 estatutos de Wisconsin y el código administrativo de DWD 218 Wisconsin requiere que todos los patrones exhiban prominente este cartel en todos los lugares del empleo.

Es contra la ley el discriminar contra trabajadores o personas que solicitan empleo debido a su:

- Sexo
- Color
- Ascendencia
- Incapacidad Física o Mental
- Estado Civil
- Raza
- Credo (Religión)
- Edad (40 y Mayor)
- Negarse a asistir a una reunión o participar en cualquier comunicación (“sobre” o “en relación” con) asuntos religiosos o políticos
- Uso de Productos Legales
- Antecedentes de Arresto o Convicción
- Exámenes de Honestidad
- Nacionalidad de Origen
- Embarazo o Nacimiento
- Orientación Sexual
- Examen Genético
- Participación En La Reserva Militar O Guardia Nacional

Las empresas o patrones no pueden requerir ciertos tipos de examenes como condición de empleo, ni pueden disciplinar a un empleado basándose solamente en los resultados de esos exámenes.

Los trabajadores no pueden ser hostigados o a cosados en su lugar de trabajo, ni ser sometidos a represalias como resultado de presentar una queja, o ayudar con una queja, o por oponerse a la discriminación en el lugar de empleo.

Esta ley aplica a patrones, lugares de trabajo, agencias de empleo, uniones laborales (s indicatos), y agencias que certifican o dan licencias. Existe un límite de 300 días para presentar una queja.

Para mayor información, o para obtener una copia de la ley o del reglamento administrativo, póngase en contacto con:

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION

201 E WASHINGTON AVE ROOM A100
PO BOX 8928
MADISON WI 53708

Telephone: (608) 266-6860

819 N 6th ST
ROOM 723
MILWAUKEE WI 53203

Telephone: (414) 227-4384

Website: http://dwd.wisconsin.gov/er/

El Departamento de Workforce Development (Desarrollo de la Fuerza Laboral) no discrimina con respecto a incapacidad en la provisión de servicios o en el empleo. Si usted necesita la información de este folleto en un formato diferente, o que se la interpreten, o necesita ayuda para usar el servicio, por favor póngase en contacto con nosotros. Las personas que son sordas, o tienen dificultad para oír o hablar, pueden comunicarse usando los números de TTY dados arriba

ERD 4531-S-P (R. 06/2020)

LWI10

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WISCONSIN FAMILY AND MEDICAL LEAVE ACT

Section 103.10, Wisconsin Statutes, requires that all employers with 50 or more employees display a copy of this poster in the workplace. Employers with 25 or more employees are required to post their particular leave policy.

Under state law all employers with 50 or more permanent employees must allow employees of either sex:

- **Up to six (6) weeks leave in a calendar year for the birth or adoption of the employee's child, providing the leave begins within sixteen (16) weeks of the birth or placement of that child.**
- **Up to two (2) weeks of leave in a calendar year for the care of a child, spouse, domestic partner, as defined in § 40.02(21c) or 770.01(1) or parent or a parent of a domestic partner with a serious health condition.**
- **Up to two (2) weeks leave in a calendar year for the employee's own serious health condition.**

This law only applies to an employee who has worked for the employer more than 52 consecutive weeks and for at least 1000 hours during that 52-week period. The law also requires that employees be allowed to substitute paid or unpaid leave provided by the employer for Wisconsin Family and Medical Leave. Employers may have leave policies, which are more generous than leaves required by the law.

A complaint concerning a denial of rights under this law **must be filed within 30 days** after the violation occurs or the employee should have reasonably known that the violation occurred, whichever is later.

For answers to questions about the law, a complete copy of the law, or to make a complaint about a denial of rights under the law contact:

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION

201 E WASHINGTON AVE ROOM A100
PO BOX 8928
MADISON WI 53708

Telephone: (608) 266-6860

819 N 6th ST
ROOM 723
MILWAUKEE WI 53203

Telephone: (414) 227-4384

Website: http://dwd.wisconsin.gov/er/

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ERD-7983-P (R-06/2020)

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Print Date: 10/20

Ley De Derecho De Ausencia Familiar Y Médica De Wisconsin

La Sección 103.10 de la Ley estatal requiere que todas las compañías/agencias con más de cincuenta (50) empleados pongan este aviso en un sitio visible en el área de trabajo. Las compañías/agencias con más de veinticinco (25) empleados también tienen la obligación de poner a la vista un aviso de sus propias reglas para ausencias.

Bajo la ley estatal, todas las compañías/agencias con más de cincuenta (50) empleados permanentes tienen que darles a sus empleados de cualquier sexo:

- **hasta seis (6) semanas de derecho de ausencia debida al nacimiento o adopción de un niño(a) del empleado. La ausencia tiene que empezar en las primeras dieciséis (16) semanas del nacimiento o adopción del niño(a).**
- **hasta dos (2) semanas de derecho de ausencia para cuidar a un hijo(a), esposo(a), pareja de hecho o padre/madre que sufren de una enfermedad seria.**
- **hasta dos (2) semanas de derecho de ausencia si el empleado(a) sufre de una enfermedad seria.**

Esta ley es aplicable solamente si el empleado(a) ha trabajado para la misma compañía/agencia por más de cincuenta y dos (52) semanas consecutivas y por lo menos mil (1000) horas durante esas 52 semanas. La ley también requiere que se permita a los empleados sustituir licencia con paga o impago provista por el empleador o patrono para el propósito de Ausencia Familiar y Médica de Wisconsin. Las compañías/agencias pueden tener reglas propias que ofrecen períodos de ausencia más generosos que los que son requeridos por la ley.

Una queja referente a que le hayan negado los derechos otorgados por esta ley debe presentarse dentro de treinta **(30) días** después de que haya ocurrido la violación, o de que el empleado(a) debería haber sabido, dentro de lo razonable, que la violación ocurrió, cualquiera de las dos situaciones haya ocurrido ultima.

Para obtener respuestas a sus preguntas acerca de esta Ley, obtener una copia completa de la Ley, o para hacer una queja acerca de una violación de derechos bajo la Ley, póngase en contacto con:

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION

201 E WASHINGTON AVE ROOM A100
PO BOX 8928
MADISON WI 53708

Telephone: (608) 266-6860

819 N 6th ST
ROOM 723
MILWAUKEE WI 53203

Telephone: (414) 227-4384

Website: http://dwd.wisconsin.gov/er/

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ERD-7983-S-P (R. 06/2020)

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Advance Notice Required When Employers Decide to Cease Providing a Health Care Benefit Plan

Wisconsin law (Wis. Stat. § 109.075) requires employers who plan to discontinue health care benefits to current employees, retirees, and dependents of employees or retirees in some instances to provide the affected individuals with 60 days' notice of the cessation of benefits.

Q. Which employers must comply with this requirement?

A. An employer who operates a business enterprise in Wisconsin that employs 50 or more persons in the state must provide written notice of its intention to cease providing health care benefits to affected parties.

Q. Who is an affected individual entitled to this notice?

A. Employees, any union representing employees of the business, retirees, and dependents of employees and retires currently covered by the health care plan are entitled to receive 60 days' written notice that the benefits will cease.

Q. Why should an affected person file a complaint about not receiving 60 days' notice of the cessation of a health care benefit plan?

A. A person who did not receive proper notice may receive either the value of the insurance premium(s) for the period without notice or the actual value of medical expenses incurred during the non-notification period (maximum of 60 days).

Q. If I have questions concerning this requirement or if I wish to file a complaint about not receiving notice, whom should I contact?

A. Contact either the Equal Rights Division in Milwaukee or Madison listed below:

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION

201 E WASHINGTON AVE ROOM A100
PO BOX 8928
MADISON WI 53708

Telephone: (608) 266-6860

819 N 6th ST
ROOM 723
MILWAUKEE WI 53203

Telephone: (414) 227-4384

Website: http://dwd.wisconsin.gov/er/

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Employee Rights Under Wisconsin's Business Closing/Mass Layoff Notification Law

Under Wisconsin law, employees have certain rights and employers have certain obligations to give proper notice to their employees and others before taking certain actions.

What is a "business closing" or "mass layoff?"
A "business closing" requires notice if there is a permanent or temporary shutdown of an employment site of one or more facilities or operating units at an employment site or within a single municipality that affects 25 or more employees (not including "new" or "low-hour" employees).
A "mass layoff" requires notice if there is a reduction in the workforce that is not a "business closing" and which affects the following number of employees (excluding new or low hour employees) at an employment site or within a single municipality:

1. **At least 25% of the employer's workforce or 25 employees, whichever is greater or**
2. **At least 500 employees.**

Employees are counted if their employment is terminated (not including discharges for cause, voluntary departures or retirements), if they are laid off for more than 6 months, or if their hours are reduced more than 50 percent during each month of any 6-month period, as the result of a business closing or mass layoff. New or low-hour employees - who have been employed for fewer than 6 of the 12 months preceding the date on which a notice is required or who average fewer than 20 hours of work per week - are **not** counted.

Who must provide notice and when?
With certain exceptions, businesses employing 50 or more persons in the State of Wisconsin must provide written notice 60 days before implementing "business closing" or "mass layoff' in this state. The federal or state government (and their political subdivisions), charitable, or tax exempt institutions and organizations and independent contractors are not covered under this law and do not have to provide notice. Additional exceptions exist in various situations involving strikes or lockouts, sales, relocations, temporary or seasonal employment, unforeseeable circumstances, natural or man-made disasters, temporary cessation in operations, or businesses in financial trouble.

What employees are entitled to receive notice?
Employees are entitled to receive notice if they are counted as part of "business closing" or "mass layoff." New or low-hour employees may also be entitled to receive notice in situations where there is a "business closing" or "mass layoff."

What can employees recover if notice is required and not given?
If an employer implements a "business closing" or "mass layoff' without providing required notice, an affected employee may recover back pay and benefits for each day that required notice was not provided (up to a maximum of 60 days). An affected employee may also recover attorney fees and costs in a lawsuit.

If you have questions regarding this law or wish to file a complaint, call or write us at:

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION

201 E WASHINGTON AVE ROOM A100
PO BOX 8928
MADISON WI 53708

Telephone: (608) 266-6860

819 N 6th ST
ROOM 723
MILWAUKEE WI 53203

Telephone: (414) 227-4384

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Derechos de los Empleados a Recibir Notificación de un Cierre de Negocios y de Despido en Masa bajo la Ley de Wisconsin

La Ley de Wisconsin (Wis. Stat. § 109.07) otorga ciertos derechos a las personas que trabajan en este estado y ciertas responsabilidades a los negocios que los emplean. Ciertos negocios tienen la obligación de notificar a los empleados afectados por escrito antes de implementar un "cierre de negocio" o despido en masa", y esos empleados afectados tienen derecho a recibir esa notificación

¿Qué constituye un "cierre de negocio"?
"Cierre de negocio" es la cesación, permanente o temporaria, de trabajo en una o más fábricas, plantas o locales de operación en un lugar de empleo o dentro de los límites de una municipalidad, la cual afecta a 25 o más empleados*.

¿Qué constituye un "despido en masa"?
"Despido en masa" es una reducción de la fuerza laboral que no constituye un "cierre de negocios" de acuerdo a su definición, la cual afecta, en un lugar de trabajo o dentro de los límites de una municipalidad:

1. A por lo menos 25 por ciento de la fuerza laboral del empleador o patrono, o 25 empleados, cualquiera sea la cantidad más grande*, O
2. A por lo menos 500 empleados*.

¿Cuáles son los empleados que el negocio debe contar?
El negocio debe contar a los empleados que despedirá o dejará cesantes por más de 6 meses. También debe contar a aquellos empleados cuyas horas serán reducidas más del 50 por ciento durante cada mes de cualquier período de 6 meses como resultado de un cierre de negocio o despido en masa.

¿Cuáles son los empleados que el negocio <u>no</u> debe contar?
Empleados nuevos, o sea aquellos que han estado empleados durante menos de 6 meses durante los 12 meses que preceden a la fecha en la cual la notificación es requerida.
Empleados con un número bajo de horas de trabajo, o sea aquellos que trabajan un promedio de menos de 20 horas por semana.

¿Qué tipo de negocios deben proveer la notificación requerida por esta ley? ¿Cuándo deben hacerlo?
Con ciertas excepciones, los negocios que emplean 50 o más personas en el Estado de Wisconsin deben proveer una notificación por escrito 60 días antes de implementar un "cierre de negocio" o un "despido en masa" en este estado. **Excepciones** existen en situaciones que envuelven huelgas o paros, ventas, traslados, empleo de temporada o temporal, circunstancias imprevistas, desastres naturales o de causa humana, cese temporal de operaciones, o negocios en dificultades financieras.

¿Qué tipo de organizaciones están exentas del requisito de proveer notificación?
El gobierno federal o estatal (y sus subdivisiones políticas), instituciones y organizaciones de caridad y las que están exentas de impuestos, y los contratistas independientes no están sujetos a ley y no tienen que dar notificación.

¿Cuáles son los empleados que tienen derecho a ser notificados?
Para tener derecho a recibir una notificación, un empleado deber haber sido contado como parte del "cierre de negocio" o "despido en masa". Los empleados nuevos o aquellos con un número bajo de horas de trabajo pueden tener derecho a la notificación en ciertas ocasiones

¿Qué pueden recobrar los empleados si la notificación es requerida pero no es provista?
Si un negocio implementa un "cierre de negocio" o un "despido en masa" sin proveer la notificación requerida, los empleados afectados pueden recobrar su paga retrasada y beneficios por cada día en que la notificación requerida no fue provista hasta un máximo de 60 días. Los empleados afectados también pueden recobrar honorarios de abogado o procurador y costos de litigio o juicio.

Si tiene preguntas acerca de esta ley o desea presentar una queja, llámenos o escríbanos a:

201 E WASHINGTON AVE ROOM A100
PO BOX 8928
MADISON WI 53708

Telephone: (608) 266-6860

Website: http:/dwd.wisconsin.gov/er/

Las oficinas están abiertas al público de las 7:45 a.m. a las 4:30 p.m. de lunes a viernes.

El Departamento de Desarrollo Laboral provee oportunidades iguales en sus servicios. Si usted necesita asistencia para tener acceso a los servicios, o necesita materiales en otro formato, por favor póngase en contacto con nosotros. Las personas sordas o con impedimentos auditivos o del habla pueden llamarnos usando los números de TTY provistos.

NOTICE TO WISCONSIN WORKERS WITH DISABILITIES PAID AT SPECIAL MINIMUM WAGE

Wisconsin Minimum Wage, Hours of Work and Overtime Laws

Generally, employees are covered by Wisconsin's minimum wage and overtime law provisions. The law requires payment of not less than the minimum wage for all hours worked, and payment of time and one-half an employee's regular rate of pay for all hours worked over forty in a work week. There may be other requirements. **Child labor law provisions apply to employees under 18 years of age.**

Special Minimum Wages under DWD 279

Workers whose disabilities impair their ability to perform their work may be employed under a special minimum wage license issued by the Department of Workforce Development. This establishment has such a license. The rates must reflect the productivity of the worker compared to the productivity of a worker not disabled for similar work, and to the wages paid to experienced workers performing the same or similar work in the vicinity.

To be able to pay less than the standard applicable minimum wage, this facility must also have a certificate under Section 14(c) of the Fair Labor Standards Act (FLSA), issued by the US Department of Labor.

Effective July 22, 2016, the FLSA prevents this establishment from employing persons 24 years of age or younger at a special minimum wage unless certain conditions are met. The Division of Vocational Rehabilitation (DVR) will provide documentation that these conditions have been met. DVR will also provide career counseling and information and referral services designed to promote opportunities for competitive, integrated employment, regardless of age, to individuals who are known to be employed at special minimum wages every six months for the first year of the individual's subminimum wage employment and annually thereafter for the duration of such employment.

Worker Notification

The employer shall inform orally and in writing, each worker with a disability, and parent and/or guardian if appropriate, of the terms of the special minimum wage license under which the worker is employed.

Review Process, Complaints, or Questions

A request for reconsideration or review under this law must be filed within 60 days after learning of the action.

To file such a request, make a complaint, for answers to questions about the law, or for a complete copy of the law, contact:

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION

201 E WASHINGTON AVE ROOM A100
MADISON WI 53708

PO BOX 8928
MADISON WI 53708-8928
Telephone: (608) 266-6860

819 N 6th ST ROOM 723
MILWAUKEE WI 53203

Telephone: (414) 227-4384

Website: http://dwd.wisconsin.gov/er/

The Department of Workforce Development is an equal opportunity employer and service provider. If you have a disability and need to access this information in an alternate format or need it translated to another language, please contact us.

Employee Protections Against Use of Honesty Testing Devices (Wis. Stat. § 111.37)

Employers who use honesty testing must display this poster in one or more conspicuous places where notices to employees are customarily posted.

Under Wisconsin law, requiring or requesting that an employee or applicant take an honesty test (lie detector) is unlawful or heavily regulated. Further, employers may not discriminate against a person who refuses to take a test or objects to its use.

Exceptions

An employer **may request** that an employee take a test in connection with an investigation involving economic loss or injury to a business if the employee is a reasonable suspect.

Honesty tests **can be used** by law enforcement agencies and certain businesses engaged in providing security services, alarm systems, and who manufacture, distribute or sell controlled substances.

Employee & Applicant Rights

Any legally permitted honesty test is subject to strict safeguards, including an examinee's right to proper notice, the right to discontinue a test at any time and the right to advance written notice of the questions to be asked.

Enforcement

Victims of unlawful honesty testing may file a complaint within **300 days** after the date the unfair honesty testing occurred, at one of the offices below.

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION

STREET ADDRESS:
201 E WASHINGTON AVE ROOM A100
MADISON WI 53708

MAILING ADDRESS:
PO BOX 8928
MADISON WI 53708-8928
Telephone: (608) 266-6860

819 N 6th ST ROOM 723
MILWAUKEE WI 53203

Telephone: (414) 227-4384

Website: http://dwd.wisconsin.gov/er/

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Retaliation Protection for Health Care Workers in Wisconsin

Any facility, as defined in s. 647.01 (4), or any hospital, nursing home, community based residential facility, county home, county infirmary, county hospital, county mental health complex or other place licensed or approved by the department of health and family services **must display** this poster in one or more conspicuous places where notices to employees are customarily posted.

Under section 146.997 of Wisconsin Statutes, as an employee of a health care facility or provider, you may not be disciplined at work for good faith reporting of:

- any potential violations of state or federal law by the health care facility or provider,
- any situation where care is provided in a manner that violates state or federal standards, laws, or recognized clinical or ethical standards.

Covered reporting includes internal reports to any director, officer or supervisor of the health care facility or provider, or reports to an agency or body that accredits, certifies, or approves the facility or provider, unless disclosure is prohibited by law.

Victims of unlawful retaliation may file a complaint, **within 300 days** of the date the retaliation or threat of retaliation occurred, at one of the offices below.

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION

201 E WASHINGTON AVE ROOM A100
PO BOX 8928
MADISON WI 53708

Telephone: (608) 266-6860

819 N 6th ST
ROOM 723
MILWAUKEE WI 53203

Telephone: (414) 227-4384

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Protección contra las Represalias para Trabajadores del Cuidado de la Salud en Wisconsin

Cualquier establecimiento, según se lo define en s. 647.01 (4), o cualquier hospital, hogar o residencia de ancianos o enfermos, establecimiento residencial comunitario, hogar o residencia mantenido por un condado, enfermería de un condado, hospital de un condado, sanatorio, clínica u hospital de salud mental de un condado u otro lugar licenciado o aprobado por el departamento de salud y servicios para familias, debe exhibir este anuncio en un lugar (o más de uno) conspicuo donde se acostumbra a exhibir anuncios para los empleados.

Bajo la Sección 146.997 de los Estatutos de Wisconsin, en su capacidad de empleado de un proveedor o de un establecimiento que provee cuidado de salud, usted no puede ser disciplinado en el trabajo como resultado de haber reportado de buena fe:

- cualquier violación potencial de la ley estatal o federal por el proveedor o por el establecimiento que provee cuidado de salud, o
- cualquier situación en la cual se provee cuidado de una manera que viola los reglamentos o leyes estatales o federales o las normas clínicas o éticas reconocidas.

La ley cubre los siguientes tipos de reportes: reportes internos a cualquier director, oficial o supervisor del proveedor o del establecimiento que provee cuidado de salud, o reportes a una agencia o a una entidad que acredita, certifica, o aprueba al establecimiento o al proveedor, a menos que una ley prohíba esa revelación.

Las víctimas de represalias ilegales pueden presentar una queja dentro de los 300 días de que la represalia o una amenaza de represalia hayan tomado lugar a una de las siguientes oficinas.

Para mayor información póngase en contacto con nosotros:

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION

201 E WASHINGTON AVE ROOM A100
PO BOX 8928
MADISON WI 53708

Telephone: (608) 266-6860

819 N 6th ST
ROOM 723
MILWAUKEE WI 53203

Telephone: (414) 227-4384

Website: https://dwd.wisconsin.gov/er/

El Departamento de Desarrollo Laboral provee oportunidades iguales en el empleo y en los servicios que brinda. Si usted tiene una discapacidad y necesita esta información en otro formato o si lo necesita traducido a otro idioma, por favor póngase en contacto con nosotros. Las personas sordas o con impedimentos auditivos o del habla pueden llamarnos usando los números de TTY provistos en este anuncio.

ERD-12210-S-P (R. 06/2020)

LWI21

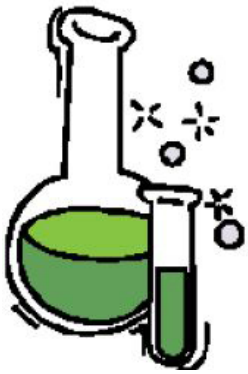
GovDocs
Print Date: 6/20

Hazardous Chemicals in the Workplace?

You as a public employee have the right, under the Wisconsin public employes right-to-know law, to be informed about hazardous chemicals and substances in the workplace.*

EMPLOYEES MUST BE PROVIDED WITH:

- A list of all hazardous chemicals and information on toxic substances, pesticides, and infectious agents in the workplace.
- Access to Material Safety Data Sheets and container labels.
- Formal training in proper procedures for managing hazardous chemicals.
- A written chemical hazard communication program.



For more information contact:
Wis. Dept. of Safety and Professional Services
Industry Services Division
1400 E Washington Avenue
Madison, WI 53703
608-266-2112

* State Statute 101.581(1)

SBD-6894-P (R01/17)

GovDocs
Print Date: 5/17

Public Employee Safety and Health

Authority

Wisconsin statute section 101.055 requires the Wisconsin Department of Safety and Professional Services to adopt and enforce safety and health standards that will provide protection to public employees at least equal to that provided to private sector employees under standards promulgated by Federal Occupational Safety and Health Administration (OSHA).

Inspection

A public employee or public employee representative who believes that a safety or health standard is being violated, or that a situation exists which poses a recognized hazard likely to cause death or serious physical harm, may request the department to conduct an inspection. If the requestor so designates the identity of the requestor will be kept confidential. If the department decides not to make an inspection, the requestor will be so notified.

A representative of the employer and a public employee representative will be permitted to accompany the department inspector during the inspection. The employee shall not be discriminated against with respect to either pay received or withheld for time spent on the inspection.

Enforcement

If the department finds a violation of state standards, abatement orders will be issued to the employer. The employer shall post a copy of the orders at or near the site of the violations for 3 days or until the violation is corrected, whichever is longer. Copies of the order will be sent to the top elected official, the bargaining unit, and to the person requesting the inspection.

If the department decides not to issue orders in response to a request, a written notice of that decision shall be sent to the public employee who requested the investigation. If decisions are disputed they will be reviewed.

Discrimination

No public employer may discriminate against or discharge any public employee for exercising any right afforded by his section. A state employee who believes he or she has been discriminated against may file a complaint with the personnel commission within 30 days of employee's receipt of knowledge of the discrimination. A public employee, other than a state employee, may file a complaint with the state Division of Equal Rights within 30 days.

For more information, contact:
Wisconsin Department of Safety and Professional Services
Industry Services Division
PO Box 7302
4822 Madison Yards Way
Madison, WI 53707
Phone 608-266-2112
Web https://dsps.wi.gov

PUBLIC EMPLOYERS ARE REQUIRED TO POST THIS NOTICE
WHERE NOTICES TO EMPLOYEES ARE USUALLY POSTED

SBD-9301P (R.10/2/2023)

GovDocs
Print Date: 10/23

NO SMOKING

Per State Statute 101.123 Wisconsin Act 12,
smoking is not allowed in this establishment.

NATIONAL
HUMAN
TRAFFICKING
HOTLINE

CONTACT THE NATIONAL HUMAN TRAFFICKING HOTLINE

Do you **want to get out of the life**?

Are you being **forced to work** against your will?

Or **threatened or tricked** by your boss?

Do you know someone who may be?

CALL
1-888-373-7888

TEXT
"BeFree" (233733)

LIVE CHAT
HumanTraffickingHotline.org

- ✓ Get help.
- ✓ Report a tip.
- ✓ Find services.
- ✓ Learn about your options.

24/7 • Toll free • Confidential • 200+ languages

Polaris received $1.75 million through competitive funding through the U.S. Department of Health and Human Services, Administration for Children and Families, Grant #90ZV0134-01-00. The project will be financed with 43.75% of federal funds and 56.25% ($2.25 million) by non-governmental sources. The contents of this flyer are solely the responsibility of the authors and do not necessarily represent the official views of the U.S. Department of Health and Human Services, Administration for Children and Families.

OPERATED BY Polaris

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Print Date: 10/19

NATIONAL HUMAN TRAFFICKING HOTLINE

CONTACTA LA LÍNEA NACIONAL CONTRA LA TRATA DE PERSONAS

¿Alguien te está **obligando a trabajar** o a hacer algo que no quieres?

¿Tu jefe te está **amenazando o engañando**?

¿Conoces a alguien que podría estar en esta situación?

LLAMA
1-888-373-7888

TEXTEA
233733

CHATEA
HumanTraffickingHotline.org

- ✓ Obtener ayuda.
- ✓ Reportar un posible caso.
- ✓ Conectar con servicios.
- ✓ Conocer tus opciones.

24/7 • Número gratuito • Confidencial • Más de 200 idiomas

Polaris recibió $1.75 millones a través de concurso financiero del Departamento de Salud y Servicios Humanos de los Estados Unidos, Administración para Niñez y Familias, concesión #90ZV0134-01-00. El proyecto será financiado con 43.75% de fondos federales y 56.25% ($2.25 millones) de fuentes no gubernamentales. Los contenidos de este volante son de absoluta responsabilidad de sus autores y no representan necesariamente las posturas oficiales del Departamento de Salud y Servicios Humanos o de la Administración para Niñez y Familias.

ACF

OPERADA POR Polaris

GovDocs
Print Date: 2/23

102270

WISCONSIN BONE MARROW AND ORGAN DONATION LEAVE ACT

Section 103.11, Wisconsin Statutes, requires all employers with 50 or more employees to display a copy of this poster in the workplace. Employers with 25 or more employees are required to post their particular leave policies.

Under state law all employers with 50 or more permanent employees must allow employees of either sex:

- Up to six (6) weeks leave in a 12-month period for the purpose of serving as a bone marrow or organ donor, provided that the employee provides his or her employer with written verification that the employee is to serve as a bone marrow or organ donor and so long as the leave is only for the period necessary for the employee to undergo the bone marrow or organ donation procedure and to recover from the procedure.

This law applies only to an employee who has worked for the employer more than 52 consecutive weeks and for at least 1000 hours during that 52-week period. The law also requires that employees be allowed to substitute paid or unpaid leave provided by the employer for Wisconsin Bone Marrow and Organ Donation Leave. Employers may have leave policies, which are more generous than leaves required by the law.

A complaint concerning a denial of rights under this law must be filed within 30 days after the violation occurs or the employee should have reasonably known that the violation occurred, whichever is later.

For answers to questions about the law, a complete copy of the law, or to make a complaint about a denial of rights under the law contact:

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION

WISCONSIN DWD

PO BOX 8928
MADISON WI 53708
Telephone: (608) 266-6860

819 N 6TH ST, ROOM 723
MILWAUKEE WI 53203
Telephone: (414) 227-4384

Website: https://dwd.wisconsin.gov/er/

The Department of Workforce Development is an equal opportunity employer and service provider. If you have a disability and need to access this information in an alternate format or need it translated to another language, please contact us.

ERD-18114-E-P (06/2020)

GovDocs
Print Date: 6/20

LEY DE LICENCIA POR DONACIÓN DE MÉDULA ÓSEA Y ÓRGANOS DE WISCONSIN

La sección 103.11 de la ley de Wisconsin requiere que todos los empleadores con 50 o másempleados pongan una copia de este aviso en un sitio visible en el lugar de trabajo. Los empleadores con 25 empleados o más también deben poner a la vista sus propias políticas sobre licencias.

Según la ley estatal, todos los empleadores con 50 empleados permanentes o más deben permitir a los empleados de cualquier sexo:

- Hasta seis (6) semanas de licencia en un período de 12 meses por ser donante de médula ósea u órgano, siempre que el empleado le dé a su empleador una verificación por escrito de que el empleado será donante de médula ósea o de un órgano y siempre que la licencia sea por el período necesario para que el empleado se someta al procedimiento de donación de médula ósea u órgano y para recuperarse del procedimiento.

Esta ley es aplicable solamente si un empleado ha trabajado para el empleador más de 52 semanas consecutivas y por lo menos 1000 horas durante ese período de 52 semanas. La ley también requiere que se permita a los empleados sustituir licencia paga o impaga proporcionada por el empleador por licencia por donación de médula ósea u órganos de Wisconsin. Los empleadores pueden tener políticas de licencia que son más generosas que las licencias requeridas por la ley.

Una queja referente a la denegación de los derechos según esta ley se debe presentar dentro de los 30 días después de que ocurra la violación o de que el empleado deba haber sabido, dentro de lo razonable, que la violación ocurrió, lo que haya ocurrido último.

Para obtener respuestas a las preguntas acerca de la ley, una copia completa de la ley o para hacer una queja sobre la denegación de derechos según la ley, comuníquese con:

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION

WISCONSIN DWD

PO BOX 8928
MADISON WI 53708
Teléfono: (608) 266-6860

819 N 6TH ST, ROOM 723
MILWAUKEE WI 53203
Teléfono: (414) 227-4384

Sitio web: https://dwd.wisconsin.gov/er/

El Department of Workforce Development (Desarrollo de la Fuerza Laboral) es un empleador y proveedor de servicios que ofrece igualdad de oportunidades. Si usted tiene una discapacidad, necesita la información de este folleto en un formato diferente o la necesita traducida a otro idioma, por favor póngase en contacto con nosotros.

ERD-18114-E-S-P (06/2020)

GovDocs
Print Date: 6/20

Wisconsin's Contract Compliance Law

Wisconsin Statute 16.765 interpreted by the Department of Administration in Administrative Rules, Ch. Adm. 50

Wisconsin's Contract Compliance Law protects the rights of all employees and applicants for employment with entities that do business with the State of Wisconsin. The law requires these entities to conduct their employment programs free from unlawful discrimination to fully utilize their human resources.

ORGANIZATIONS CONTRACTING WITH THE STATE OF WISCONSIN AGREE THAT:

- It is illegal when under contract with state agencies to treat persons unequally or otherwise discriminate in employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability, sexual orientation or national origin.
- Contractors agree not to discriminate against job applicants and employees in recruitment, promotion, training, apprenticeship, demotion or transfer, termination and compensation.
- Contractors agree to take affirmative action to develop a balanced workforce.

COMPLAINT PROCEDURE:

- Any complaint authorized by s.16.765 (6), Stats., shall be filed with the contract compliance office of the department at 101 E. Wilson St., Madison, Wisconsin, 53703.
- The complaint shall be in writing and shall state the basis for the complaint. The department shall offer to assist the complainant in drafting the complaint.
- The complainant and the contractor shall be kept informed of the status of the matter by the department after a complaint is filed. A copy of the investigative report and notice of final disposition of the complaint shall be given to the complainant and the contractor.

EVERY CONTRACTOR WITH THE STATE OF WISCONSIN MUST POST NOTICES IN CONSPICUOUS PLACES WHICH ARE AVAILABLE TO EMPLOYEES AND APPLICANTS FOR EMPLOYMENT WHICH EXPLAIN WISCONSIN'S CONTRACT COMPLIANCE LAW (s. 16.765, WIS. STAT.)

ALL WISCONSIN EMPLOYERS ALSO ARE REQUIRED TO POST COPIES OF THE WISCONSIN FAIR EMPLOYMENT LAW. (s. 111.31, WIS. STAT.)

This Poster is available in alternate formats to individuals with disabilities upon request. Please call the Wisconsin Contract Compliance Program at (608) 266-5462 (voice) or (608) 267-9629 (TTY), or write to Wisconsin Contract Compliance Program, 101 E. Wilson St., 6th floor, Madison WI 53703-3405

DOA-3031P (R03/2013)

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