



EEOC - EQUAL EMPLOYMENT OPPORTUNITY IS THE LAW

EQUAL EMPLOYMENT OPPORTUNITY IS THE LAW

PRIVATE EMPLOYERS, STATE AND LOCAL GOVERNMENTS, EDUCATIONAL INSTITUTIONS, EMPLOYMENT AGENCIES AND LABOR ORGANIZATIONS

Applicants to and employees of most private employers, state and local governments, educational institutions, employment agencies and labor organizations are protected under Federal law from discrimination on the following bases:

RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN Title VII of the Civil Rights Act of 1964, as amended, protects applicants and employees from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment, on the basis of race, color, religion, sex (including pregnancy), or national origin. Religious discrimination includes failing to reasonably accommodate an employee's religious practices where the accommodation does not impose undue hardship.

DISABILITY Title I and Title V of the Americans with Disabilities Act of 1990, as amended, protect qualified individuals from discrimination on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Title II of the Americans with Disabilities Act of 1990, as amended, prohibits discrimination on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

AGE The Age Discrimination in Employment Act of 1967, as amended, protects applicants and employees 40 years of age or older from discrimination on the basis of age in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

CHILD LABOR The Fair Labor Standards Act of 1938, as amended, prohibits sex discrimination in the payment of wages to women and men performing substantially equal work in jobs that require equal skill, effort, and responsibility under similar working conditions, in the same establishment.

EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS Applicants to and employees of companies with a Federal government contract or subcontract 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 based on race, color, religion, sex, sexual orientation, gender identity, or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment.

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

CHILD LABOR In addition to sex discrimination prohibitions, Title VII of the Civil Rights Act of 1964, as amended, protects qualified individuals with disabilities from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. The Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, 200 Constitution Avenue, N.W., Washington, DC 20210-1-800-367-6251 (toll-free) or (202) 693-1337 (TTY). OFCCP may also be contacted by e-mail at OFCCP-PublicAffairs@doj.gov or by calling an OFCCP regional district office, listed in most telephone directories under U.S. Government, Department of Labor.

FINANCIAL ASSISTANCE The Rehabilitation Act of 1973, as amended, prohibits employment discrimination on the basis of disability in any program or activity which receives Federal financial assistance. Discrimination is prohibited in all aspects of employment against persons with disabilities who, with or without reasonable accommodation, can perform the essential functions of the job. If you believe you have been discriminated against in a program of any kind that receives Federal financial assistance, you should immediately contact the Federal agency providing such assistance.

INDIVIDUALS WITH DISABILITIES Section 504 of the Rehabilitation Act of 1973, as amended, prohibits employment discrimination on the basis of disability in any program or activity which receives Federal financial assistance. Discrimination is prohibited in all aspects of employment against persons with disabilities who, with or without reasonable accommodation, can perform the essential functions of the job. If you believe you have been discriminated against in a program of any kind that receives Federal financial assistance, you should immediately contact the Federal agency providing such assistance.

PROGRAMS OR ACTIVITIES RECEIVING FEDERAL FINANCIAL ASSISTANCE Section 503 of the Rehabilitation Act of 1973, as amended, prohibits discrimination on the basis of race, color or national origin in programs or activities receiving Federal financial assistance. Employment discrimination is covered by Title VI if the primary objective of the financial assistance is provision of employment, or where employment discrimination causes or may cause discrimination in providing services under such programs. Title VI of the Civil Rights Act of 1964, as amended, prohibits employment discrimination on the basis of sex in educational programs or activities which receive Federal financial assistance.

MANDATORY SUPPLEMENT TO EEOC PFE-1 (Revised 11/09) EEO is the Law Poster

DISCRIMINATION

TENNESSEE LAW PROHIBITS DISCRIMINATION IN EMPLOYMENT

IT IS ILLEGAL TO DISCRIMINATE AGAINST ANY PERSON BECAUSE OF RACE, COLOR, CREED, RELIGION, SEX, AGE, DISABILITY, OR NATIONAL ORIGIN IN RECRUITMENT, TRAINING, HIRING, DISCHARGE, PROMOTION, OR ANY CONDITION, TERM OR PRIVILEGE OF EMPLOYMENT.

If you feel that you have been discriminated against, contact the Tennessee Human Rights Commission.

LA LEY DE TENNESSEE PROHIBE LA DISCRIMINACIÓN EN EL EMPLEO

ES EN CONTRA DE LA LEY DISCRIMINAR EN CONTRA DE CUALQUIER PERSONA DEBIDO EN BASE A LA RAZA, COLOR, CREDO, RELIGIÓN, SEXO, EDAD, INCAPACIDAD U ORIGEN EN EL SELECCIÓN, ENTRENAMIENTO, EMPLEO, AL DESPEDIR, PROMOVER O CUALQUIER CONDICIÓN, TÉRMINO O PRIVILEGIO DE EMPLEO.

Si usted cree que ha sido víctima de discriminación, comuníquese con la Comisión de Derechos Humanos de Tennessee.

CONTACT US/PARA MAS INFORMACIÓN:

TENNESSEE HUMAN RIGHTS COMMISSION

WILLIAM R. SMOGRASS TENNESSEE TOWER
312 ROTUNDA L. PARKS AVENUE
23RD FLOOR
NASHVILLE, TENNESSEE 37243-1102

PHONE: (615) 741-5825 OR 1-800-251-3589
ESPAÑOL: 1-866-856-1252
WWW.TN.GOV/HUMANRIGHTS

Tennessee Human Rights Commission, Authorization no. 316148, 0 copies. This document was promulgated at a cost of \$0.00 per copy. Last Revised July 2014

WORKERS' COMPENSATION

TENNESSEE WORKERS' COMPENSATION INSURANCE POSTING NOTICE

The law requires this notice to be posted at the employer's place of business so all employees have access to it.

WHICH EMPLOYERS ARE COVERED BY THE TENNESSEE WORKERS' COMPENSATION ACT?

- All employers with five (5) or more full or part-time employees, except as indicated below.
- All employers engaged in the mining and production of coal with one (1) or more employees.
- All workers in the construction industry unless they are specifically exempted.

WHAT SHOULD AN EMPLOYEE DO IF INJURED AT WORK?

- Report the injury to the employer immediately; AND,
- Select a treating physician from a panel provided by the employer on the form described below. To report an injury contact:

Name of employer representative to notify in event of a work related injury

Telephone number of employer representative to notify in event of a work related injury

Address of employer representative to notify in event of a work related injury

- If you have questions or problems, contact the Bureau as indicated below.

WHAT SHOULD AN EMPLOYER DO WHEN AN INJURY IS REPORTED?

- Immediately complete a First Report of Work Injury form and send it to the workers' compensation insurance company or the third party administrator; AND,
- Offer the employee a panel of physicians. The physicians must be provided on the official state form, which is the "AGREEMENT BETWEEN EMPLOYER/EMPLOYEE CHOICE OF PHYSICIAN - Form C-42". Additional instructions are available on the form. The form is available at: <http://www.tn.gov/assets/entities/labor/attachments/c42.pdf>

The Tennessee Bureau of Workers' Compensation has staff available to help both employees and employers. For more information contact:

TENNESSEE BUREAU OF WORKERS' COMPENSATION
220 FRENCH LANDING DRIVE, 1-B
NASHVILLE, TENNESSEE 37243-1002
615-532-4812 OR TOLL FREE 800-332-2667
800-332-2257 (TDD)
<http://www.tn.gov/workforce/section/injuries-at-work>

LB-0922 (REV. 7/15) Authorization No. 337545 RDA 10183

FMLA - FAMILY AND MEDICAL LEAVE ACT

EMPLOYEE RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT

THE UNITED STATES DEPARTMENT OF LABOR WAGE AND HOUR DIVISION

LEAVE ENTITLEMENTS Eligible employees who work for a covered employer can take up to 12 weeks of unpaid, job-protected leave in a 12-month period for the following reasons:

- The birth of a child or placement of a child for adoption or foster care;
- To bond with a child (leave must be taken within 1 year of the child's birth or placement);
- To care for the employee's spouse, child, or parent who has a qualifying serious health condition;
- For the employee's own qualifying serious health condition that makes the employee unable to perform the employee's job;
- For qualifying exigencies related to the foreign deployment of a military member who is the employee's spouse, child, or parent.

An eligible employee who is a covered servicemember's spouse, child, parent, or next of kin may also take up to 26 weeks of FMLA leave in a single 12-month period to care for the servicemember with a serious injury or illness. An employee does not need to use leave in one block. When it is medically necessary or otherwise permitted, employees may take leave intermittently or on a reduced schedule. Employees may choose, or an employer may require, use of accrued paid leave while taking FMLA leave. If an employee substitutes accrued paid leave for FMLA leave, the employee must comply with the employer's normal paid leave policies.

BENEFITS & PROTECTIONS While employees are on FMLA leave, employers must continue health insurance coverage as if the employees were not on leave. Upon return from FMLA leave, most employees must be restored to the same job or one nearly identical to it with equivalent pay, benefits, and other employment terms and conditions. An employer may not interfere with an individual's FMLA rights or retaliate against someone for using or trying to use FMLA leave, opposing any practice made unlawful by the FMLA, or being involved in any proceeding under the FMLA.

ELIGIBILITY REQUIREMENTS An employee who works for a covered employer must meet three criteria in order to be eligible for FMLA leave. The employee must:

- Have worked for the employer for at least 12 months;
- Have at least 1,250 hours of service in the 12 months before taking leave* and
- Work at a location where the employer has at least 50 employees within 75 miles of the employee's worksite.

WHI426 REV 04/16

For additional information or to file a complaint: **1-866-4-USWAGE** (1-866-487-9242) TTY: 1-877-889-5627 WWW.WAGEHOUR.DOL.GOV U.S. Department of Labor | Wage and Hour Division

OCCUPATIONAL SAFETY AND HEALTH PROTECTION

You Have a Right To A Safe and Healthful Workplace.

IT'S THE LAW!

- You have the right to notify your employer or TOSHA about workplace hazards. You may ask TOSHA to keep your name confidential.
- You have the right to request a TOSHA inspection if you believe that there are unsafe and unhealthful conditions in your workplace. You or your representative may participate in the inspection.
- You can file a complaint with TOSHA within 30 days of discrimination by your employer for making safety and health complaints or for exercising your rights under the TOSHA Act or the Tennessee Hazardous Chemical Right-to-Know Act.
- You have a right to see TOSHA citations issued to your employer. Your employer must post the citations at or near the place of the alleged violation.
- Your employer must correct workplace hazards by the date indicated on the citation and must certify that these hazards have been reduced or eliminated.
- You have rights under the Tennessee Right to Know Law concerning hazardous chemicals in your work area. Your employer must provide training about health effects, protective measures, safe handling procedures, as well as information on interpreting labels and safety data sheets (SDS). You must be provided access to the safety data sheets and the workplace chemical list.
- You have the right to copies of your medical records or records of your exposure to toxic and harmful substances or conditions.
- Your employer must post this notice in your workplace.

WITHHOLDING STATUS

YOU MAY NEED TO CHECK YOUR WITHHOLDING

Since you last filed form W-4 with your employer

- Married or divorced?
- Gain or lose a dependent?
- Change your name?
- Were there major changes to...
 - Your nonwage income (interest, dividends, capital gains, etc.)?
 - Your family wage income (you or your spouse started or ended a job)?
 - Your itemized deductions?
 - Your tax credits?
- If you can answer "YES"...

To any of these questions or you owed extra tax when you filed your last return, you may need to file a new Form W-4.

See your employer for a copy of Form W-4 or call the IRS at 1-800-829-3676. Now is the time to check your withholding. For more details, get Publication 919, How Do I Adjust My Tax Withholding?, or use the Withholding Calculator at www.irs.gov/individuals on the IRS web site.

Employer: Please post or publish this Bulletin Board Poster so that your employees will see it. Please indicate where they can get forms and information on this subject.

Publication 213 (Rev. 8/2009) Cat. No. 11047

IRS
Department of the Treasury
Internal Revenue Service www.irs.gov

UNEMPLOYMENT INSURANCE FOR EMPLOYEES

Your employer provides insurance to help protect you when you become unemployed through no fault of your own. Tennessee employers pay the full cost of unemployment insurance for their employees. Nothing is deducted from your pay to cover the cost of this insurance nor does any money come from State of Tennessee funds.

To be eligible for benefits you must:

- Be separated from employment through no fault of your own,
- Have qualifying wages in the base period,
- Be able and available for work,
- Search for work by making a minimum of three tangible job contacts each week and document each work search on a TUC Work Search Log. You may log in to www.jobs4tn.gov to search for work online.
- Keep a record of your weekly work searches on your TUC Work Search Log and keep a snapshot or copy of your "Sent Items" in your email account; a copy of the confirmation page from an application sent electronically; a confirmation from an employer on company letterhead showing that the application or resume was received.

Failure to make three weekly work searches will result in a loss of benefits unless you are job attached, a member of a hiring union, or attending training approved by the Commissioner.

If you become unemployed you may file for benefits through the Department of Labor and Workforce Development's Claims Operations. Unemployment insurance claims may be filed by telephone (877-813-0950) or online at <https://www.tn.gov/workforce/topic/unemployment-online-application>. Before beginning the claim filing process, you should have your:

- Social Security Number
- Telephone Number
- Address
- Name of county of residence
- Employment data for the last 18 months including employer name and address, and
- Bank routing number and bank account number to direct deposit to receive benefits by direct deposit; otherwise, you will receive benefits on the Tennessee Automated Payment VISA Card provided by Chase Bank.

You must keep your address current with the Department of Labor and Workforce Development.

Go to <https://tln.tn.gov> to apply for employment benefits, to file a wage protest, to file an appeal of an agency decision, to view/update information, and to view and update your choice of type of unemployment benefit payment.

www.jobs4tn.gov

You may log in to www.jobs4tn.gov to register and search for work by using services offered by our Tennessee American Job Centers. The Tennessee Department of Labor and Workforce Development has staff available to help you find a job or pursue training opportunities.

You may go to the Department's website at <http://www.tn.gov/workforce/topic/find-local-help> to find the location of the most convenient Tennessee American Job Center.

Partial Unemployment

If you are still employed, but working less than full-time because your employer schedules you for fewer hours of work in a week, you may be eligible for partial unemployment benefits. Ask your employer to file a claim for you. If your employer cannot file a claim for you, contact Labor and Workforce Development Claims Operations at 877-813-0950.

Please post in a conspicuous place.
The TN Department of Labor and Workforce Development is committed to principles of equal opportunity, equal access, and affirmative action. Auxiliary aids and services are available upon request to individuals with disabilities. Tennessee Relay Service is 711.

Authorization No. 337386

NO SMOKING NOTICE

Individual Violation: \$50 fine
Business Violation: \$100 - \$500 fine

USERRA - UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

YOUR RIGHTS UNDER USERRA
THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

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 service;
- 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;
 - 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 rights, including testifying or making a statement 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 1-866-4-USA-DOL or visit its web site at: <http://www.dol.gov/vets>. An interactive online USERRA Advisor can be viewed at: <http://www.dol.gov/elaws/userrra>.
- 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 bypass the VETS process and bring a civil action against an employer for violations of USERRA.

The rights listed here may vary depending on the circumstances. This notice was prepared by VETS, and may be viewed on the internet at this address: <http://www.dol.gov/vets/programs/userrra/poster.htm>. 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.

Publication Date: October 2008
Employer Support Of The Guard And Reserve
1-800-336-4590

OCCUPATIONAL SAFETY AND HEALTH ACT

The Tennessee Occupational Safety and Health Act of 1972, T.C.A. §§ 50-3-101 et seq., assures safe and healthful working conditions for working men and women throughout the state. The Department of Labor and Workforce Development, Division of Occupational Safety and Health (TOSHA) has the primary responsibility for administering the TOSHA Act. The rights listed here may vary depending on the particular circumstances. To file a complaint, report an emergency or seek TOSHA advice, assistance or information, call 1-800-249-8510 or your nearest TOSHA office.

Chattanooga (423)634-6424 • **Jackson** (731)423-5640 • **Kingsport** (423)224-2042
Knoxville (865)594-6180 • **Memphis** (901)543-7259 • **Nashville** (615)741-2793.

To file a complaint online or obtain information from Federal OSHA and other state programs, visit OSHA's website at www.osha.gov.

For additional information on TOSHA visit www.tn.gov/workforce/section/tosha

Authorization No. 337281

PAYDAY NOTICE & CHILD LABOR LAWS

TENNESSEE DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT

WAGE REGULATION ACT

It is unlawful for any employer to employ, permit or suffer to work any person without first informing the employee of the amount of wages to be paid (T.C.A. §50-2-101). All wages or compensation of employees in private employments shall be due and payable at least semi-monthly. Notice of regular paydays shall be posted by each employer in at least two conspicuous places.

REGULAR PAYDAY POSTED AS FOLLOWS: _____ (T.C.A. §50-2-103).

Each employee must have a 30-minute unpaid rest break or meal period if scheduled to work 6 hours consecutively, except in workplace environments that by the nature of business provide for ample opportunity to rest or take an appropriate break. Such break shall not be scheduled during or before the first hour of scheduled work activity (T.C.A. §50-2-103).

No employer shall discriminate between employees in the same establishment on the basis of sex by paying any employee salary or wage rates less than he pays to any employee of opposite sex for comparable skill, effort, and responsibility, and which are performed under similar working conditions (T.C.A. §50-2-102).

CHILD LABOR ACT

MINORS 14 AND 15 YEARS OF AGE MAY NOT BE EMPLOYED (T.C.A. §50-5-104):

1. During school hours;
2. Between 7:00pm and 7:00am;
3. More than 3 hours a day on a school day;
4. More than 18 hours a week during school weeks;
5. More than 8 hours a day on non-school days;
6. More than 40 hours a week during non-school weeks.

MINORS 16 AND 17 YEARS OF AGE MAY NOT BE EMPLOYED (T.C.A. §50-5-105):

1. During school hours;
2. Between the hours of 10:00pm and 6:00am, Sunday through Thursday evenings preceding a school day, except with parental or guardian consent. Then, the minor may work until midnight no more than 3 of the Sunday through Thursday nights.

BREAK OR MEAL PERIOD (T.C.A. §50-5-115)
A minor must have a 30-minute unpaid break or meal period if scheduled to work 6 hours consecutively. Such break shall not be scheduled during or before the first hour of scheduled work activity.

OCCUPATIONS PROHIBITED FOR MINORS UNDER THE AGE OF 18 (T.C.A. §50-5-106)

1. In or about plants or establishments manufacturing or storing explosives or articles containing explosive components;
2. Motor vehicle driving occupations;
3. Coal mine occupations;
4. Logging and sawmill operations;
5. Operation of power-driven woodworking machines;
6. Exposure to radioactive substances and ionizing radiation;
7. Operation of elevator and other power-driven hoisting apparatus;
8. Operation of power-driven metal forming, punching and shearing machines;
9. Mining elements other than coal;
10. Slaughtering, meat packing, processing or rendering;
11. Operation of power-driven bakery machines;
12. Operation of power-driven paper products machines;
13. Manufacture of brick, tile and kindred products;
14. Operation of circular saws, band saws and
15. Queuing shales;
16. Wrecking, demolition and ship-breaking operations;
17. Roofing operations;
18. Excavation operations;
19. In any place of employment where the average monthly gross receipts from the sale of intoxicating beverages exceed twenty-five percent (25%) of the total gross receipts of the place of employment, or in any place of employment where a minor will be permitted to take orders for or serve intoxicating beverages regardless of the amount of intoxicating beverages sold in the place of employment;
20. Any occupation which the commissioner shall by regulation declare to be hazardous or injurious to the life, health, safety and welfare of minors;
21. Lifting or moving alone or with others while engaged in sexual conduct for the purpose of preparing a film, photograph, negative, slide or motion picture;
22. Occupations involved in youth peddling.

DUTIES OF EMPLOYERS (T.C.A. §50-5-111)
Employers of minors shall:

1. Post in a conspicuous place on the business premises a printed notice of the provisions of the Child Labor Act furnished by the department;
2. Maintain a separate file record for each minor employed which shall be kept at the minor's place of employment and shall include:
 - a. Employment application;
 - b. Copy of minor's birth certificate, driver's license, state issued ID or passport, as evidence of age by statute;
 - c. Accurate daily time record for all minors subject to the provisions of this Act(13);
3. Allow the department to inspect all premises where minors are or could be employed and the contents of the individual file records; and
4. Furnish the department with records relative to the employment of minors;
5. If a minor is 16 or 17 years of age and is home schooled, the file must include documentation from the Director of the LEA, the home school or church related school, which confirms the minor's enrollment and authorization to work.

For information on state laws contact the Tennessee Department of Labor and Workforce Development Labor Standards Unit
Toll Free (844) 224-5818 - Option 6 - www.tn.gov/workforce

The TN Department of Labor and Workforce Development is committed to principles of equal opportunity, equal access, and affirmative action. Auxiliary aids and services are available upon request to individuals with disabilities. Callers with hearing impairments may use TTY 615-532-2876, TTY 1-800-546-0296, TDD 1-800-546-0299 or TTY 711/720 711.

REV. 9/15 Authorization No. 337747

OSHA - THE OCCUPATIONAL SAFETY AND HEALTH ACT

Job Safety and Health IT'S THE LAW!

All workers have the right to:

- A safe workplace.
- Raise a safety or health concern with your employer or OSHA, or report a work-related injury or illness, without being retaliated against.
- Receive information and training on job hazards, including all hazardous substances in your workplace.
- Request an OSHA inspection of your workplace if you believe there are unsafe or unhealthy conditions. OSHA will keep your name confidential. You have the right to have a representative contact OSHA on your behalf.
- Participate (or have your representative participate) in an OSHA inspection and speak in private to the inspector.
- File a complaint with OSHA within 30 days (by phone, online or by mail) if you have been retaliated against for using your rights.
- See any OSHA citations issued to your employer.
- Request copies of your medical records, tests that measure hazards in the workplace, and the workplace injury and illness log.

Employers must:

- Provide employees a workplace free from recognized hazards. It is illegal to retaliate against an employee for using any of their rights under the law, including raising a health and safety concern with you or with OSHA, or reporting a work-related injury or illness.
- Comply with all applicable OSHA standards.
- Report to OSHA all work-related fatalities within 8 hours, and all inpatient hospitalizations, amputations and losses of an eye within 24 hours.
- Provide required training to all workers in a language and vocabulary they can understand.
- Prominently display this poster in the workplace.
- Post OSHA citations at or near the place of the alleged violations.

FREE ASSISTANCE to identify and correct hazards is available to small and medium-sized employers, without citation or penalty, through OSHA-supported consultation programs in every state.

This poster is available free from OSHA.

Contact OSHA. We can help.

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

OSHA is committed to principles of equal opportunity, equal access, and affirmative action. Auxiliary aids and services are available upon request to individuals with disabilities. Callers with hearing impairments may use TTY 615-532-2876, TTY 1-800-546-0296, TDD 1-800-546-0299 or TTY 711/720 711.

OSHA-3090 (Rev. 10-2015)

RIGHT TO WORK

TENNESSEE RIGHT TO WORK LAW

Tennessee Code Annotated §50-1-201 et seq. states that it is unlawful for any employer or organization of any kind:

1. To deny or attempt to deny employment to an person by reason of the person's membership in, affiliation with, resignation from or refusal to join or affiliate with any labor union or employee organization of any kind;
2. To enter into any contract, combination or agreement, written or oral, providing for exclusion from employment of any person because of membership in, affiliation with, resignation from or refusal to join or affiliate with any labor union or employee organization of any kind;
3. To exclude from employment an person by reason of the person's payment of or failure to pay dues, fees, assessments or other charges to any labor union or employee organization of any kind;
4. Operating in this state to execute an agreement with a union or employee organization of any kind that includes a maintenance of membership clause prohibiting employees for withdrawing from a labor union or employee organization prior to the agreement's expiration. This section shall not apply to a city, town, municipality or county including a county having a metropolitan form of government.

An employer or organization of any kind violating any of the provisions of this part commits a Class A misdemeanor.

State Of Tennessee | Department Of Labor And Workforce Development
220 French Landing Drive
Nashville, TN 37243
Rev. 7/2012

ANTI-DISCRIMINATION NOTICE

It is illegal to discriminate against work-associated individuals. Employers CANNOT specify which document(s) they will accept from an employee. The refusal to hire an individual because the documents have a future expiration date may also constitute illegal discrimination.

For information, please contact
The Office of Special Counsel for Immigration Related Unfair Employment Practices Office at 800-255-7688.

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 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.

PROHIBITIONS Federal, state and local laws prohibit employers from imposing certain 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 employer's cash wage plus the employee's cash wage of at least \$2.13 per hour do not equal the minimum hourly wage, the employer must make up the difference.

REST BREAKS Federal law does not require employers to provide reasonable break time for a nursing mother employee who is subject to the FLSA's overtime requirements in order for the employer to express breast milk for one year after the child's birth each time such employee has a need to express breast milk. Employers are also required to 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 or overtime pay 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 FLSA.

WAGE AND HOUR DIVISION
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