

# IOWA



## LABOR LAW POSTINGS

# Iowa Labor Law Postings

Thank you for using Paychex! Your order contains the following state posters:

Name of Poster	Poster Code	Posting Requirements	Agency Responsible
Unemployment Insurance	LIA01	All employers	Workforce Development
Minimum Wage	LIA02	All employers	Workforce Development Labor Services Division
Safety & Health Protection on the Job	LIA03	All employers	Workforce Development Labor Services Division
No Smoking	LIA13	All employers (To be posted at all building entrances)	Dept. of Public Health

## **Printing and Posting Instructions**

All files are print ready, according to size requirements from the issuing agency (if any). To ensure compliance, print all posters as provided. Posters requiring different paper size and/or color print are noted below as exceptions. Please note: In some cases, individual posters are set up to print on multiple pages.

- 1.) Print each of the posters listed above on 8.5"x11" paper.
- 2.) For multiple-page posters, we recommend taping the pages together before posting.
- 3.) Review each poster and posting instructions (above) carefully to check for special posting requirements that might apply to your business.
- 4.) Display all applicable posters in a conspicuous area accessible to all employees (such as an employee lounge, break room, or cafeteria).

# Unemployment Insurance

If you become unemployed, you may be eligible for unemployment insurance benefits. If you are still employed but working fewer hours than your regular full-time work week and are earning less than your regular full-time wages, you may be entitled to partial benefits.

Unemployment insurance benefits are made possible by taxes paid by this employer. No deductions are made from your paycheck for unemployment insurance.

As soon as you become unemployed, you may file a new unemployment insurance claim using one of the following methods:

1. Go online at [www.iowaworkforce.org](http://www.iowaworkforce.org), click the Online Services pull-down menu, then click File an Unemployment Insurance Claim. This option is available 24 hours a day, seven days a week.
2. Visit the nearest IowaWORKS Center.
3. Visit an IowaWORKS Access Point.
4. Some employers participate in an Iowa Workforce program which enables employers to file an initial claim for a recently separated employee. Check with your employer to determine if they are participating in this program.

Delay in filing an unemployment insurance claim can result in the loss of all or part of the benefits you may be entitled to receive.

For complete information about your unemployment insurance rights and responsibilities, or to register for work and learn more about available work in your area, go to [www.iowaworkforce.org](http://www.iowaworkforce.org) or visit your nearest IowaWORKS Center or an IowaWORKS Access Point.

For the location of the IowaWORKS Center nearest you, call:  
(800) 562-4692 (Job-Iowa).

## IowaWORKS Center Locations:

Burlington  
Carroll  
Cedar Rapids  
Council Bluffs  
Creston  
Davenport  
Decorah  
Des Moines  
Dubuque  
Fort Dodge  
Fort Madison  
Iowa City  
Marshalltown  
Mason City  
Ottumwa  
Sioux City  
Spencer  
Waterloo  
Webster City

\*IowaWORKS Centers as  
of May 2015.

**For location  
information regarding  
the IowaWORKS Center  
nearest you, call  
866-239-0843  
[www.iowaworkforce.org](http://www.iowaworkforce.org)**

# Your Rights Under The Iowa Minimum Wage Law

## Hourly Minimum Wage

# \$7.25

**T**he minimum wage applies to most hourly wage earners employed in Iowa. Most small retail and service establishments grossing less than \$300,000 annually are not required to pay the minimum wage. The majority of supervisory and administrative employees paid a salary are not covered by the law. Employers may pay an initial employment rate of \$6.35 for the first 90 calendar days of employment.

**TIP CREDIT** - The employer's share for tipped employees who customarily and regularly receive more than \$30.00 a month in tips must be at least \$4.35 an hour.

### Enforcement

The Iowa Division of Labor may bring action against employers who violate the state's minimum wage law. Courts may order payment of back wages. No employer can discriminate against or discharge an employee for filing a complaint or participating in a proceeding under this law.

### Contact Information

Iowa Division of Labor  
1000 East Grand Avenue  
Des Moines, IA 50319-0209  
Phone: 515-242-5870  
Fax: 515-281-7995  
[www.iowadivisionoflabor.gov](http://www.iowadivisionoflabor.gov)

### Federal Minimum Wage and Overtime Pay

Applications of the minimum wage rates under federal law differ from those under Iowa law. Iowa employers must comply with the more stringent applicable law. Overtime is covered by the federal Fair Labor Standards Act. Questions concerning federal law should be directed to:

U.S. Department of Labor  
Wage & Hour Division  
210 Walnut Street  
Des Moines, IA 50309  
515-284-4625  
[www.dol.gov](http://www.dol.gov)

**The law requires displaying this poster where it can easily be seen by all employees.**

Equal Opportunity Employer/Program  
Auxiliary aids and services are available upon request to individuals with disabilities. For deaf and hard of hearing, use Relay 711.  
70-8035

Revised 07.22.15

# Job Safety and Health

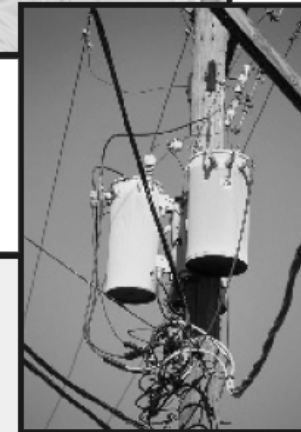
**IT'S THE LAW!**

## **EMPLOYEES:**

- You have the right to notify your employer or Iowa OSHA about workplace hazards. You may ask Iowa OSHA to keep your name confidential.
- You have the right to request an OSHA inspection if you believe that there are unsafe and unhealthful conditions in your workplace. You or your representative may participate in that inspection.
- You can file a complaint with OSHA within 30 days if your employer retaliates against you for exercising your rights.
- You have a right to see Iowa OSHA citations issued to your employer. Your employer must post the citations at or near the place of the alleged violation for at least 3 working days.
- 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 the right to copies of your medical records or records of your exposure to hazardous substances or conditions.
- Your employer must post this notice in your workplace.
- You must comply with all occupational safety and

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health standards that apply to your job.

**EMPLOYERS:**

- You must furnish your employees a place of employment free from recognized hazards.
- You must comply with the occupational safety and health standards.
- Iowa OSHA Consultation can help you identify and correct hazards without citation or penalty.



**To report a workplace fatality, hospitalization, amputation or the loss of an eye, visit [www.iowaosha.gov](http://www.iowaosha.gov) or call 877-242-6742.**

**For assistance and information contact:**  
Iowa OSHA  
1000 East Grand Avenue  
Des Moines, Iowa 50319-0209  
Phone (515) 242-5870 or (800) JOB-IOWA  
Email: [iowaosha@iwd.iowa.gov](mailto:iowaosha@iwd.iowa.gov)  
[www.iowaosha.gov](http://www.iowaosha.gov)

**Complaints About the Iowa OSHA Program**

You may file a complaint about Iowa OSHA by contacting:

OSHA Regional Office  
2300 Main Street, Suite 1010  
Kansas City, MO 64108-2447  
Phone: (816) 283-8745

Michael A. Mauro, Labor Commissioner



# No Smoking

Pursuant to the Iowa Smokefree Air Act

For more information or to register a complaint call  
1-888-944-2247 or visit [www.IowaSmokefreeAir.gov](http://www.IowaSmokefreeAir.gov)

