SICK TIME

All Oregon workers get protected sick time. If you work for an employer with 10+ employees (6+ if they have a location in Portland), you get paid sick time.



- You can use sick time for many reasons including if you (or a family member) are sick, injured, experiencing mental illness, or need to visit the doctor. Also covered: bereavement, parental leave, and leave to care for a child whose school or place of care
- You can start taking protected sick time after you've worked for at least 90 days. Your employer must regularly let you know how much sick time you have earned.

CONTACT US

Call: 971-673-0761

Email: help®boli.state.or.u:

Web: oregon.gov/boli

Se habla español.





1-800-922-2689

osha.oregon.gov

.. 503-378-3272

. 541-686-7562

. 541-276-9175

. 503-229-5910

.. 503-378-3274

Display this poster where all

Oregon Administrative Rule 437-001-275(2)(a).

PAYCHECKS

..... 541-776-6030

retaliation

File a complaint with Oregon

Salem Central Office

Medford.....

Pendleton

& MEALS

▶ For each 8 hour work shift you get these breaks free from work

You also get reasonable breaks as needed to express milk (and

▶ If your shift is longer or shorter than 8 hours, refer to the chart

If you work more than 40 hours in one week, you must receive

ertime pay of 1.5 times your regular pay rate. There are some

at least every 35 days. Your employer must provide you with a

If you are fired or permanently laid off, you must get your last paycheck by the end of the next business day.

If you quit with 48+ hours' notice, you must get your last paycheck on your last day of employment. If you do not give 48 hours' notice, you must get your last paycheck within 5 business days or the next payday, whichever is first.

here or visit oregon.gov/boli for more information.

OVERTIME & PAYCHECKS

exceptions but they are uncommon.

detailed paystub.

a private space that is not a bathroom to pump) until your child

BREAKS & MEALS

» One 30 minute unpaid meal break

reaches 18 months of age.

Portland.....

🎏 OSHA

FOR MORE INFORMATION, copies of the Oregon Safe Employment Act, specific safety

Breaks and Overtime

BREAKS __ OVERTIME &

Your employer is required to give you breaks free from

work responsibilities. There are specific rules about

overtime pay and paychecks.

Workplace Accommodations Notice

Pregnancy Accommodations

Our Company is an equal opportunity employer and does not discriminate on the basis of race, religion, color, sex, age, national origin, disability, veteran status, sexual orientation, gende identity, gender expression or any other classification protected by law.

Our Company will make reasonable accommodations for known physical or mental disabilities of an applicant or employee as well as known limitations related to pregnancy, childbirth or a related medical condition, such as lactation, unless the accommodation would cause an undue hardship. Among other possibilities, reasonable accommodations could include:

- Acquisition or modification of equipment or devices;
- More frequent or longer break periods or periodic rest;
- · Assistance with manual labor: or
- Modification of work schedules or job assignments.

Employees and job applicants have a right to be free from unlawful discrimination and retaliation

For this reason, our Company will not:

- Deny employment opportunities on the basis of a need for reasonable accommodation
- Deny reasonable accommodation for known limitations, unless the accommodation would cause an undue hardship.
- Take an adverse employment action, discriminate or retaliate because the applicant or employee has inquired about, requested or used a reasonable accommodation.
- Require an applicant or an employee to accept an accommodation that is unnecessary.
- Require an employee to take family leave or any other leave, if the employer can make reasonable accommodation instead

To request an accommodation or to discuss concerns or questions about this notice, please

in the human resources department. [Provide multiple ways for employees to reach out with

September 2019

Alternate format available on request

OSHA

Know your rights

You have a right to a safe and healthful workplace

- You have the right to notify your employer or Oregon OSHA about workplace hazards. You may ask Oregon OSHA to keep your name confidential.
- You have the right to request an Oregon OSHA inspection if you believe that there are unsafe or unhealthy conditions in your workplace. You or your representative may participate in the inspection.
- You have the right to report a work-related injury or illness, without being retaliated against.
- unress, witnout being retallated against.
 You can file a complaint with the Oregon Bureau of Labor and Industries within one year, or with federal OSHA within 30 days, of discrimination by your employer for making safety and health complaints or for exercising your rights under the Oregon Safe Employment Act.
- Anyone who wants to register a complaint about the administration of the Oregon Safe Employment Act can do so by contacting:

U.S. Department of Labor OSHA Region X 1111 Third Ave., Suite 715 Seattle, WA 98101-3212 206-553-5930

- You have a right to see Oregon OSHA citations issued to your employer. Your employer must post the citations at
- 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 toxic and harmful substances or conditions. Additionally, you may request the workplace injury and illness log.
- You have the right to know about hazardous substances

The Oregon Safe Employment Act of 1973 provides job safety and health protection for workers through the promotion of safe and healthful working conditions throughout the state. The Oregon Occupational Safety and Health Division (Oregon OSHA) of the Department of Consumer of Public Sections Sections between the public Sections on the primary of the Consumer of Public Sections on the primary of Consumer of Public Sections on the primary of the Section o of Consumer and Business Services has the primary responsibility for administering the act.

Oregon OSHA issues occupational safety and health offegories of the standards, and its trained safety and health compliance officers conduct job-site inspections to ensure compliance with the Oregon Safe Employment Act.

Oregon OSHA has a staff of trained safety and health professionals available to work with businesses in all ndustries to improve workplace safety and health. Consultations and training opportunities are available at no charge to Oregon businesses by calling any of the phone numbers listed.

This free poster is available from Oregon OSHA - It's the law! -

Domestic Violence

SEXUAL DOMESTIC VIOLENCE **HARASSMENT PROTECTIONS**

Oregon laws protect your right to work free from harassment. They also require your employer to provide supports if you are a victim of domestic violence.

SEXUAL HARASSMENT

- You have the right to a workplace free from harassment, discrimination, and sexual assault. Your employer must have a policy to reduce and prevent these violations
- Discrimination because of race, color, sex, sexual orientation national origin, religion, marital status, uniformed service, disability, or age is illegal.
- Sexual harassment can look like unwelcome sexual advance requests for sexual favors, or conduct of a sexual nature (verbal, physical, or visual), that is directed toward an individual. It can also include conduct that is not sexual but is gender
- the same or different sex or gender.

DOMESTIC VIOLENCE PROTECTIONS

- If you experience domestic violence, harassment, sexual assault,
- These changes might include: a transfer, reassignment, modified schedule, unpaid leave, changed work phone number, changed work station, installed lock, new safety procedure, or other adjustment after threatened or actual events.
- You can also take protected leave to find legal or law enforcement assistance, get medical treatment for injuries or mental health support, move or change your living situation, and more.
- You can't be fired, suspended, retaliated or discriminated against in any way because you are a victim.



If your employer isn't following the law or something feels wrong, give us a call. The Bureau of Labor and Industries is here to enforce these laws and protect you.

Call: 971-673-0761 Web: oregon.gov/boli



ELABOR & INDUSTRIES

MINIMUM WAGE

You must be paid at least minimum wage. The rate depends on where you work.

\$12.75 per hour

Standard

(Benton, Clatsop, Columbia, Deschutes, Hood Rive Jackson, Josephine, Lane, Lincoln, Linn, Marion, Polk, Tillamook, Wasco, Yamhill, parts of * Clackamas, Multnomah, & Washington

\$14.00 per hour Portland Metro Area

\$12.00 per hour

Nonurban Counties



- The minimum wage goes up every year. These rates are in effect from July 1, 2021 to
- June 30, 2022. The next minimum wage increase is on July 1, 2022.
- Tip credits are illegal in Oregon.
- Deductions are allowed if legally required or if you agree in writing and the deduction is for your benefit. Your paycheck must show this information.
- If you make close to minimum wage, you may qualify for the Earned Income Tax Credit. Visit eitcoutreach.org

CONTACT US

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OREGON LAWS

The minimum wage you should get depends on your employer's exact address. If you work INSIDE the urban growth boundary, you should make at least \$14.00.

If you work OUTSIDE the urban growth boundary, you should make at least \$12.75. Look up your work

address here: bit.ly/metroboundary

OREGON FAMILY LEAVE

You can take time off to take care of yourself or close family members under the Oregon Family Leave Act (OFLA).



- This time is protected, but often unpaid unless you have vacation, sick, or other paid leave available. Paid family leave will be available in 2023.
- To be eligible, you must have worked an average of 25 hours per week for 180 days - just 180 days for parental leave. Separation from employment or removal from the $\,$ schedule for up to 180 days does not count against eligibility. During a public health emergency, you are eligible for all types of OFLA leave after working for at least $30\,$ days prior at an average of at least 25 hours per week. Your employer must have at least 25 employees.
- You can take up to a total of 12 weeks of time off per year for any of these reasons. Pregnancy disability leave » Sick child leave for your
- » Parental leave for either parent to take time off for the birth, adoption, or foster placement of a child. If you use all 12 weeks, you can for sick child leave.
- » Serious health condition of your own, or to care for a
- before or after birth of child or for prenatal care. You can take up to 12 weeks of this in addition to 12 weeks for any reason listed here. Military family leave up
- a service member who has
- child with an illness, injury or condition that requires school or place of care is closed because of a public
- to 14 days if your spouse is been called to active duty or is on leave from active duty.
- home care but is not serious, or to care for a child whose health emergency. » Bereavement leave for up
 - a family member
- Your employer must keep giving you the same health insurance benefits as when you are working. When you come back you must be returned to your former job or a similar position if your old job no longer exists.

CONTACT US If your employer isn't following

give us a call. The Bureau of Lahor nd Industries is here to enforce these laws and protect you.

Call: 971-673-0761 Email: help@boli.state.or.us Web: oregon.gov/boli Se habla español.

21 OREGON LAWS 22 Protect You At Work

Equal Pay Law

EQUAL PAY

Your employer must pay you the same amount as other people doing similar work.



- It's illegal for your employer to pay you less than someone else because of your gender, race, veteran status, disability, age, color, religion, national origin, marital status, sexual orientation, or pay history.
- Different pay may be allowed if there is system based on bona fide factors including one or more of the following: seniority, merit, a system that measures earnings by quantity or quality of production, workplace location, travel, education, training, or experience.
- ▶ You're also protected during the hiring process:
- » Employers cannot ask for your salary/pay history before they make an offer of
- » Employers cannot screen job applicants based on current or past salary/pay » Employers cannot determine compensation for a job based on the pay history
- ▶ If you need to, you can file a complaint at oregon.gov/boli. You could get back

pay or the pay difference you are owed.

of a potential new employee (not including internal transfers)

CONTACT US

Email: help@boli.state.or.us Web: oregon.gov/boli



ELABOR & SINDUSTRIES

CONTACT US

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Shift Rest Meal Length Breaks Breaks

2 hrs or less 0 0

6 hrs 1 1

6 hrs 1 min - 2 1

10 hrs 1 min-13 hrs 59 min 3 1

14 hrs 1 min -18 hrs 4 2

1

Se habla español.

EMPLOYER NOTE: Must be posted in a conspicuous place for convenient viewing by all employees and applicants