

Illinois & Federal Employment Notices

OSHA Job Safety and Health IT'S THE LAW!

Occupational Safety and Health Administration

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.



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

Family Medical Leave Act

EMPLOYER RIGHTS UNDER THE FAMILY MEDICAL LEAVE ACT
THE UNITED STATES DEPARTMENT OF LABOR AND HOUR DIVISION

What is FMLA leave? The Family and Medical Leave Act (FMLA) is a federal law that provides eligible employees with job-protected leave to qualify family and medical reasons. The U.S. Department of Labor (DOL) administers FMLA for most employers. FMLA leave is unpaid leave, but you may choose to use FMLA leave in conjunction with your employer's paid sick leave or other paid leave.

Who is eligible for FMLA leave? You are eligible for FMLA leave if you are an employee of a covered employer, you have worked for the employer for at least 12 months, and you have worked at least 1,250 hours of service for your employer during the 12 months before your leave. FMLA leave is not paid leave, but you may choose to use FMLA leave in conjunction with your employer's paid sick leave or other paid leave.

How do I request FMLA leave? You must notify your employer in writing of your intent to take FMLA leave. You must provide your employer with a written certification from a health care provider that you are eligible for FMLA leave. You must also provide your employer with a written certification from a health care provider that you are eligible for FMLA leave.

No Smoking

To file a complaint: www.osha-slc.gov/illinois.gov 866-973-4646
Smoke-Free Illinois Act TTY 800-547-0466 (hearing impaired use only)

What is the Smoke-Free Illinois Act? The Smoke-Free Illinois Act (SFI) is a law that prohibits smoking in public places and workplaces. The law applies to all public places and workplaces, including restaurants, bars, and workplaces. The law also prohibits smoking in vehicles, including taxis and limousines.

IRS Withholding

YOU MAY NEED TO CHECK YOUR WITHHOLDING
If you have not had your federal income tax withheld from your pay, you may be liable for a large tax bill when you file your return. You may want to file a new Form W-4 with your employer to have your federal income tax withheld from your pay. You may also want to check your withholding on your previous year's return to see if you need to adjust it.

Polygraph Protection

The Employee Polygraph Protection Act prohibits most private employers from using lie detector tests either for pre-employment screening or during the course of employment.

PROHIBITIONS Employers are generally prohibited from requiring or requesting an employee or job applicant to take a lie detector test, and from discharging, disciplining, or discriminating against an employee or job applicant for refusing to take a test or for exercising other rights under the Act.

USERRA

FOR USE BY PRIVATE SECTOR STATE AND STATE GOVERNMENT EMPLOYERS - 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.

Workers' Compensation

WORKERS' COMPENSATION is a form of insurance that provides benefits to employees who are injured or become disabled as a result of their work. Workers' compensation benefits typically include medical expenses, disability benefits, and death benefits.

IF YOU SUFFER FROM A WORK-RELATED INJURY OR ILLNESS, YOU SHOULD TAKE THE FOLLOWING STEPS:
1. Report the injury or illness to your supervisor as soon as possible.
2. Seek medical attention as soon as possible.
3. File a workers' compensation claim with your employer.

ISERRA

YOUR RIGHTS UNDER THE ILLINOIS SERVICE EMPLOYERS EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT (ISERRA)

ISERRA is a law that provides benefits to employees who are injured or become disabled as a result of their work. ISERRA benefits typically include medical expenses, disability benefits, and death benefits.

Job Safety & Health

The Illinois Occupational Safety and Health Act (IOSHA) provides job safety and health protection for employees of state and local government employers. IOSHA is a departmental plan partially funded by a federal grant. Any concerns regarding the administration of the Illinois State Plan can be forwarded to the OSHA Region V Office, Federal Building, 230 South Dearborn Street, Room 3244, Chicago, IL 60604. Phone: 312-353-2220.

Sexual Harassment & Discrimination

YOU HAVE THE RIGHT TO BE FREE FROM JOB DISCRIMINATION AND SEXUAL HARASSMENT

The Illinois Human Rights Act (IHRA) prohibits employers from discriminating against employees on the basis of race, color, religion, sex, age, marital status, disability, sexual orientation, or other protected characteristics. IHRA also prohibits employers from sexually harassing employees.

Victim's Economic Security & Safety Act (VESSA)

VESSA Economic Security and Safety Act (VESSA) Required Posting for Employers

VESSA is a law that provides economic security and safety for victims of domestic violence, sexual assault, or other forms of violence. VESSA provides benefits to victims of violence, including medical expenses, disability benefits, and death benefits.

Unemployment Insurance Benefits

Notice to workers about Unemployment Insurance Benefits

The Illinois Department of Employment Security (IDES) provides unemployment insurance benefits to eligible workers who are unemployed through no fault of their own. IDES provides unemployment insurance benefits to eligible workers who are unemployed through no fault of their own.

Payday Notice

PAYDAY IS ON

Payday is on Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, and Sunday. Payroll schedule is weekly, bi-weekly, or semi-monthly. Paychecks are issued on the 1st and 15th of the month.

Emergency Notice

AMBUULANCE: _____
HOSPITAL: _____
PHYSICIAN: _____
POLICE: _____
OSHA: _____

HAZARDOUS MATERIAL: _____

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ProService HAWAII

HR that states your business. Made in USA. 1-888-488-7678

State Minimum Wage

Equal Pay Act (EPA) Effective: 1-866-377-4365

The Equal Pay Act (EPA) requires employers to pay equal wages to men and women doing substantially similar work, unless such wage differences are based on a seniority system, a merit system, or factors other than sex.

Violent Crime Victims Leave: 1-866-377-4365

Violent Crime Victims Leave (VCV) provides employees who are victims of domestic violence, sexual violence, or other crimes of violence, or who have family members who are victims with up to 12 weeks of unpaid leave during a 12-month period.

Emergency Care

Emergency Care for CHOKING

CONSCIOUS VICTIM

If victim CAN breathe, cough or make sounds, DO NOT INTERFERE.

If victim CANNOT breathe, cough or make sounds, ask if you can help.

Unconscious Victim

UNCONSCIOUS VICTIM

Send someone to call 911 and get the Automated External Defibrillator (AED). IF YOU ARE ALONE, perform 5 sets of 30 compressions and 2 breaths before leaving to call 911. Follow these steps.

Employee Classification

NOTICE TO CONTRACTORS PERFORMING SERVICES FOR CONSTRUCTION

CONTRACTORS REQUIRED POSTING - Contractors that have one or more individuals not classified as independent contractors must post this notice in a conspicuous place at each job site and in their offices.

Day & Temporary Labor

REQUIRED POSTING FOR DAY AND TEMPORARY LABOR SERVICE AGENCIES

The Day and Temporary Labor Service Act (DTSLSA) provides for the regulation of day and temporary labor agencies, establishes worker rights and protections, specifies the duties and responsibilities of day and temporary labor agencies and third party clients, sets forth penalties and enforcement procedures for violations of the law and requires third party clients that contract with day and temporary labor agencies to verify that they are registered with the Department of Labor. The following is a summary of the law, however the Act contains additional information that may affect individual cases or claims. For more information on the Act and other laws we enforce, please visit our website at: www.illinois.gov/dol/labor

Pregnant Workers Fairness Act (PWFA)

WHAT IS PWFA? The Pregnant Workers Fairness Act (PWFA) is a federal law that, starting June 27, 2023, requires reasonable accommodations for a qualified worker's known limitations related to pregnancy, childbirth, or related medical conditions, unless the accommodations would cause the employer an "undue hardship." An undue hardship is generally defined as causing significant difficulty or expense.

Equal Employment Opportunity Act (EEOA)

Know Your Rights: Workplace Discrimination in the EEOC enforces Federal laws that prohibit workplace discrimination. If you believe you have been discriminated against in hiring or in working for a job, the EEOC can help you understand your rights. You should file a charge with the EEOC as soon as possible.

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