Federal & Michigan Employment Laws

2018

Equal Employment Opportunity is s. State and Local Governments. Educational Institutions. Employment Agencies and Labor Organizations

employment agencies and labor organizations are protected under Federal law from discrimination on the following bases RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN te VII of the Civil Rights Act of 1964, as amended, protects applicants and aployees from discrimination in hiring, promotion, discharge, pay, fringe benefits, and employees from discrimination based on genetic information in hiring, b training, classification, referral, and other aspects of employment, on the basis promotion, discharge, pay, fringe benefits, job training, classification, referral, and ace, color, religion, sex (including pregnancy), or national origin. Religious other aspects of employment. GINA also restricts employers' acquisition of genetic iscrimination includes failing to reasonably accommodate an employee's religious information and strictly limits disclosure of genetic information. Genetic information tices where the accommodation does not impose undue hardship. itle I and Title V of the Americans with Disabilities Act of 1990, as amended, protect employees, or their family members. lifted individuals from discrimination on the basis of disability in hiring, promotion, ischarge, pay, fringe benefits, job training, classification, referral, and other RETALIATION

dividual with a disability who is an applicant or employee, barring undue hardship. proceeding, or otherwise opposes an unlawful employment practice. The Age Discrimination in Employment Act of 1967, as amended, protects applicants and employees 40 years of age or older from discrimination based on ge in hiring, promotion, discharge, pay, fringe benefits, job training, classification, private lawsuit, should you ultimately need to, you should contact EEOC promptly ferral, and other aspects of employment.

nended, the Equal Pay Act of 1963, as amended, prohibits sex discrimination in in most telephone directories in the U.S. Government or Federal Government he payment of wages to women and men performing substantially equal work, section. Additional information about EEOC, including information about charge in jobs that require equal skill, effort, and responsibility, under similar working filing, is available at www.eeoc.gov. nditions, 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, NATIONAL ORIGIN cutive Order 11246, as amended, prohibits job discrimination on the basis f race, color, religion, sex or national origin, and requires affirmative action to sure equality of opportunity in all aspects of employment. NDIVIDUALS WITH DISABILITIES

ection 503 of the Rehabilitation Act of 1973, as amended, protects qualified ndividuals from discrimination on the basis of disability in hiring, promotion, ischarge, pay, fringe benefits, job training, classification, referral, and her aspects of employment. Disability discrimination includes not making ation to the known physical or mental limitations of a therwise qualified individual with a disability who is an applicant or employee rring undue hardship. Section 503 also requires that Federal contractors ta ffirmative action to employ and advance in employment qualified individuals th disabilities at all levels of employment, including the executive level. DISABLED. RECENTLY SEPARATED. OTHER PROTECTED. ND ARMED FORCES SERVICE MEDAL VETERANS ne Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 S.C. 4212, prohibits job discrimination and requires affirmative action to employ and advance in employment disabled veterans, recently separated veterans (within

Programs or Activities Receiving Federal Financial Assistance ACE, COLOR, NATIONAL ORIGIN, SEX

n addition to the protections of Title VII of the Civil Rights Act of 1964, as nended. Title VI of the Civil Rights Act of 1964, as amended, prohibits scrimination on the basis of race, color or national origin in programs or ctivities receiving Federal financial assistance. Employment discrimination y Title VI if the primary objective of the financial assistance is rovision of employment, or where employment discrimination causes or may nation in providing services under such programs. Title IX of the ducation Amendments of 1972 prohibits employment discrimination on the sis of sex in educational programs or activities which receive Federal financial

EEOC 9/02 and OFCCP 8/08 Versions Useable With 11/09 Supplement

includes information about genetic tests of applicants, employees, or their famil members; the manifestation of diseases or disorders in family members (family medical history); and requests for or receipt of genetic services by applicants

spects of employment. Disability discrimination includes not making reasonable All of these Federal laws prohibit covered entities from retaliating against a ion to the known physical or mental limitations of an otherwise qualified person who files a charge of discrimination, participates in a discrimination WHAT TO DO IF YOU BELIEVE DISCRIMINATION HAS OCCURRED

> hen discrimination is suspected The U.S. Equal Employment Opportunity Commission (EEOC). 1-800-669-4000 (toll-free) or 1-800-669-6820 (toll-free TTY number for individuals with hearing impairments). EEOC field office information is available at www.eeoc.gov or

> > three years of discharge or release from active duty), other protected veteran (veterans who served during a war or in a campaign or expedition for which a campaign badge has been authorized), and Armed Forces service medal veteran rans who, while on active duty, participated in a U.S. military operation for which an Armed Forces service medal was awarded).

Retaliation is prohibited against a person who files a complaint of discrimination participates in an OFCCP proceeding, or otherwise opposes discrimination under these Federal laws. Any person who believes a contractor has violated its nondiscrimination of affirmative action obligations under the authorities above should contact

The Office of Federal Contract Compliance Programs (OFCCP), U.S Department of Labor, 200 Constitution Avenue, N.W., Washington, D.C. 20210, 1-800-397-6251 (toll-free) or (202) 693-1337 (TTY). OFCCP may also be

contacted by e-mail at OFCCP-Public@dol.gov, or by calling an OFCCP regiona or district office, listed in most telephone directories under U.S. Government, Department of Labor.

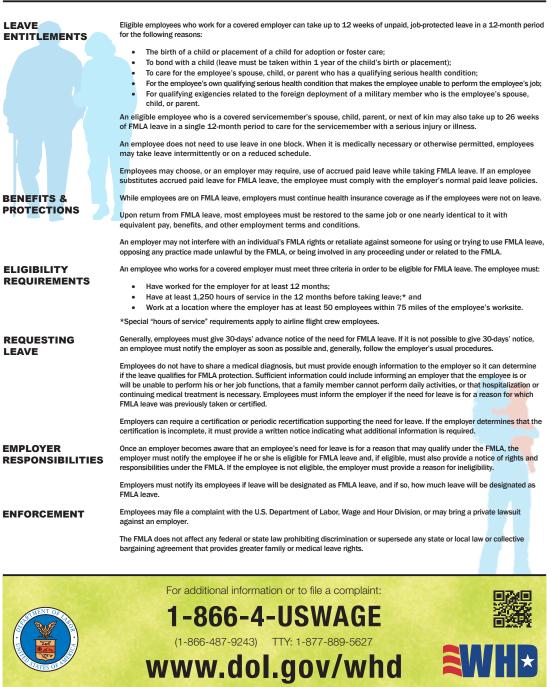
contact the Federal agency providing such assistance.

NDIVIDUALS 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 receive Federal financial assistance. Discrimination is prohibited in all aspects of employment against persons with disabilities who, with or without reasonable ons of the job. accommodation, can perform the essential fu If you believe you have been discriminated against in a program of any institution which receives Federal financial assistance, you should immediately

EEOC-P/E-1 (Revised 11/09)



THE UNITED STATES DEPARTMENT OF LABOR WAGE AND HOUR DIVISION



U.S. Department of Labor | Wage and Hour Division

Notice To All Employees:

Information about Unemployment Benefits

This employer is covered by the

MICHIGAN EMPLOYMENT SECURITY ACT

Unemployment benefits are payable to qualified and eligible workers of this employer through Michigan's Talent Investment Agency, Unemployment Insurance.

How to file an unemployment claim

If you become unemployed, you can file your new unemployment claim or reopen an established claim:

Online through the Michigan Web Account Manager (MiWAM) at michigan.gov/uia

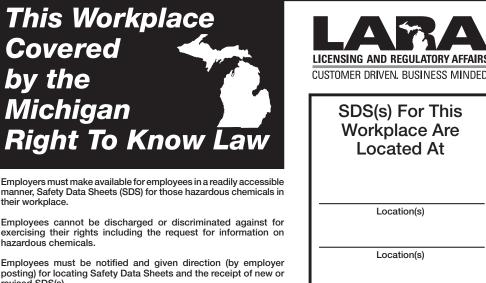
By Phone - call the Unemployment Insurance toll free claims line: **1-866-500-0017**

Payment Options: When you file for unemployment benefits. you will choose how you want to receive your benefit payments. You can select a debit card or direct deposit into your checking or savings account. For more information about these payment options, visit michigan.gov/uia.

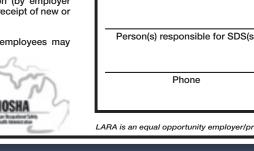




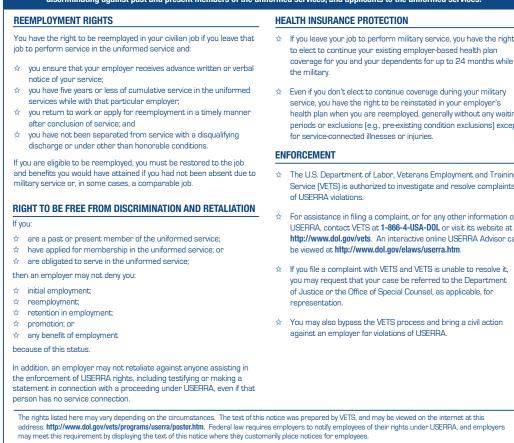




ised SDS(s) hen the employer has not provided a SDS, employees may juest assistance in obtaining SDS from the: gan Department of Licensing and Regulatory Affairs try Safety & Health Division n Safety & Health Division & Asbestos Licens MIOSHA 7) 284-7680 michigan.gov/miosha SHA/CET #2105 (Rev. 08/16)







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U.S. Department of Justice Office of Special Counsel

1/16

U.S. Department of Labo

1-866-487-2365

WH1420 REV 04/16

EMPLOYEE RIGHTS UNDER THE FAIR LABOR STANDARDS ACT

FEDERAL MINIMUM WAGE \$7.25 PER HOUR

The law requires employers to display this poster where employees can readily see it. OVERTIME PAY At least 11/2 times the 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 hours restrictions. Different rules apply in agricultural employment. Employers of "tipped employees" who meet certain conditions may claim a partial wage cred TIP CREDIT ased 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 employee's tips combined with the employer's cash wage of at least \$2.13 per hour do not equal he minimum hourly wage, the employer must make up the difference. The FLSA requires employers to provide reasonable break time for a nursing mother employ NURSING who is subject to the FLSA's overtime requirements in order for the employee to express breast milk for her nursing child for one year after the child's birth each time such employee has a need MOTHERS 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 d by the employee to express breast milk

ENFORCEMENT

he Department has authority to recover back wages and an equal amount in liquidated damage in instances of minimum wage, overtime, and other violations. The Department may litigate and/or recommend criminal prosecution. Employers may be assessed civil money penalties f each willful or repeated violation of the minimum wage or overtime pay provisions of the law Civil money penalties may also be assessed for violations of the FLSA's child labor provision d civil money penalties may be assessed for each child labor violation that results e death or serious injury of any minor employee, and such assessments may be doubled whe the violations are determined to be willful or repeated. The law also prohibits retaliating against o scharging workers who file a complaint or participate in any proceeding under the FLSA. · Certain occupations and establishments are exempt from the minimum wage, and/or overtim pay provisions. Mariana Islands, and the Commonwealth of Puerto Rico.

· Some state laws provide greater employee protections; employers must comply with both Some employers incorrectly classify workers as "independent contractors" when they are actually employees under the FLSA. It is important to know the difference between the tw because employees (unless exempt) are entitled to the FLSA's minimum wage and overtim rotections and correctly classified independent contractors are not. Certain full-time students, student learners, apprentices, and workers with disabilities may be paid less than the minimum wage under special certificates issued by the Department of Labo



ODATION, LAW ENFORCEMENT OR PUBLIC SERVICE

BASED ON religion, race, color, national origin, sex, disability, age¹, marital status¹, height², weight arrest record², genetic information², and familial status³ rsons with disabilities needing accommodations for employm must notify their employers in writing within 182 days. Under the education article, age and marital status are prohibited considerations for admissions only ² in employment only ³ in housing only If you think you have beer iscriminated against, you may file a complaint with the Michigan Department

of Civil Rights. Call 1-800-482-3604 Video Phone: 313-437-7035 www.michigan.gov/mdcr

ATTENTION EMPLOYEES

The Michigan Whistleblowers' Protection Act (469 P.A. 1980) creates certain protections and obligations for employees and employers under Michigan law.

PROTECTIONS:

It is illegal for employers in Michigan to discharge, threaten or otherwise discriminate against you regarding your compensation, terms, conditions, location or privileges of employment because you or a person acting on your behalf reports or is about to report a violation or a suspected violation of federal, state or local laws, rules or regulations to a public body.

It is illegal for employers in Michigan to discharge, threaten or otherwise discriminate against you regarding your compensation, terms, conditions, location or privileges of employment because you take part in a public hearing, investigation, inquiry or court action

OBLIGATIONS:

The Act does not diminish or impair either your rights or the rights of your employer under any collective bargaining agreement.

The Act does not require your employer to compensate you for your participation in a public hearing, investigation, inquiry or court action.

The Act does not protect you from disciplinary action if you make a report to a public body that you know is false

ENFORCEMENT:

If you believe that your employer has violated this Act you may bring civil action in circuit court within 90 days of the alleged violation of the Act.

PENALTIES:

ESR

1-800-336-4590

Publication Date — April 2

Persons found in violation of this Act may be subject to a civil fine of up to \$500.00.

If your employer has violated this Act the court can order your reinstatement, the payment of back wages, full reinstatement of fringe benefits and seniority rights, actual damages, or any combination of these remedies. The court may also award all or a portion of the costs of litigation, including reasonable attorney fees and witness fees to he complainant if the court believes such an award is appropriate.

This poster is provided as a courtesy of the Michigan Occupational Safety and Health Administration (MIOSHA). Visit our website at www.michigan.gov/miosha.

MICHIGAN SAFETY AND HEALTH PROTECTION ON THE JOB

THE MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ACT, 1974 P.A. 154, AS AMENDED, REQUIRES POSTING OF THIS DOCUMENT IN A CENTRAL AND CONSPICUOUS LOCATION. FAILURE TO DO SO MAY RESULT IN A PENALTY

The Michigan Occupational Safety and Health Act (MIOSH Act), Act No. 154 of COMPLAINTS: Employees and employee representatives who believe that the Public Acts of 1974, as amended, provides job safety and health protection an unsafe or unhealthful condition exists in their workplace have the right to for Michigan employees through the maintenance of safe and healthful working request an inspection by giving written notice to the Department of Licensing conditions. Under the MIOSH Act and a state plan approved in September and Regulatory Affairs. If a condition exists which may present an immediat 1973 by the U.S. Department of Labor, the Michigan Department of Licensing danger, the Department should be notified in the most expedient manner without and Regulatory Affairs is responsible for administering the Act. Department regard to a written notice. The names of complainants will be kept confidential representatives conduct job site inspections and investigations to ensure and not revealed upon the request of the employee. Employees also have the compliance with the Act and with safety and health standards. The contents of this poster describe many important provisions of the Act. These representative during the conduct of an inspection or investigation.

the public sector. EMPLOYER REQUIREMENTS: MIOSHA requires that each employer:

- 1. Furnish to each employee employment and a place of employment which is free from recognized hazards that are causing or are likely to cause death The U.S. Department of Labor is monitoring the operation of the Michigan or serious physical harm to the employee.
- 2. Comply with promulgated rules and standards and with orders issued pursuant to the Act.
- 3. Post this and other notices and use other appropriate measures to keep his or her employees informed of their protection and obligations under the Act, including the provisions of applicable rules and standards.
- 4. Notify the Michigan Department of Licensing and Regulatory Affairs issued to the employer. The citation must be prominently posted at or near the within 8 hours of any work-related fatality. Notification may be accomplished place of the alleged violation for three days or until the violation is corrected, by calling 1-800-858-0397.
- 1-844-464-6742 (4MIOSHA).
- Afford an employee an opportunity with or without compensation to attend all meetings between the Department of Licensing and Regulatory Affairs
- and the employer relative to any appeal of a citation by the employer. . Give the representative of employees the opportunity to accompany the department during the inspection or investigation of a place of employment and to prohibit the suffering of any loss of wages or fringe benefits or discriminate against the representative of employees for time spent participating in the inspection, investigation, or opening and closing
- Provide personal protective equipment, at the employer's expense, when it punishable by imprisonment for up to three years. is specifically required by a MIOSHA standard.
- necessary to avoid, correct or remove an imminent danger, to operate employees and employees to reduce workplace hazards voluntarily. that an imminent danger exists.
- exceed those prescribed by a MIOSHA standard.
- **EMPLOYEE REQUIREMENTS:** MIOSHA requires that each employee:
- pursuant to the Act. for use in a place of employment, or interfere in any way with the use thereof Safety and Health. by any other person.
- INSPECTIONS/INVESTIGATIONS: Inspections and investigations are Department of Licensing and Regulatory Affairs conducted by trained personnel. The Act requires that an employer representative Michigan Occupational Safety & Health Administration and a representative of employees be given an opportunity to accompany 530 W. Allegan Street, Box 30643 the department representative for the purpose of aiding in the inspection or Lansing, Michigan 48909-8143

If a representative of employees does not participate, the department presentative will consult with a number of employees concerning matters of safety or health in the place of employment.

right to bring unsafe or unhealthful conditions to the attention of the department provisions apply equally to employees and employees in either private industry or The Act provides that employees may not be discharged or in any manner liscriminated against for filing a complaint or exercising any of their rights under the Act. An employee who believes he or she has been discriminated against may file a complaint with the Michigan Department of Licensing and Regulatory Affairs within 30 days of the alleged discrimination.

Occupational Safety and Health Administration (MIOSHA) to assure the effective administration of the state act. Any person may make a written complaint regarding the state administration of the state act directly to the Regional Office of OSHA, 230 South Dearborn, Chicago, Illinois 60604.

CITATIONS: If upon inspection or investigation the Department of Licensing and Regulatory Affairs believes that a requirement of the Act has been violated, a citation alleging such violation and setting a time period for correction will be whichever is later

5. Notify the Michigan Department of Licensing and Regulatory Affairs The Act provides for first instance penalties of up to \$7,000 for a violation. within 24 hours of all work-related inpatient hospitalizations, amputations Penalties of up to \$7,000 per day may be assessed for failure to correct a violation and losses of an eye. Notification may be accomplished by calling within a proposed abatement period. Any employer who willfully or repeatedly violates the Act may be assessed penalties of up to \$70,000 for each such . Make available to employees, for inspection and copying, all medical records violation. Employers may appeal the alleged citation, the proposed penalties or and health data in the employer's possession pertaining to that employee. the abatement periods to the Department and to the Board of Health and Safety Compliance and Appeals. Employees may appeal the abatement period in a similar manner. Employees also may appeal to the Board of Health and Safety Compliance and Appeals any decision issued by the Department in response to an employer appeal

Criminal penalties also are provided for in the Act. A person who knowingly makes a false statement or report pursuant to the Act upon conviction is punishable by a fine of up to \$10,000 or may be imprisoned for not more than 6 months or both. Any willful violation resulting in death of an employee, upon conviction, is punishable by a fine of up to \$10,000 or by imprisonment for not more than one year or both. A second conviction doubles the maximum monetary penalty and is

10. Not permit an employee, other than an employee whose presence is VOLUNTARY ACTIVITY & COMPLIANCE ASSISTANCE: The act encourages equipment or engage in a process which has been tagged by the Department The Michigan Department of Licensing and Regulatory Affairs offers limited onand which is the subject of an order issued by the Department identifying site consultation assistance to employers to assist them in achieving compliance with occupational safety and health standards. Training specialists are available 11. To promptly notify an employee who was or is being exposed to toxic and can give advice on the correction of hazardous conditions and on the materials or harmful physical agents in concentrations or at levels which development of safety and health systems. Department staff are available to conduct seminars and training relative to occupational safety and health for both employer and employee groups. Requests for service should be addressed to the department at the address shown below.

1. Comply with promulgated rules and standards and with orders issued The U.S. Department of Labor will continue to enforce federal standards governing maritime operations of long shoring, shipbuilding, ship breaking and ship Not remove, displace, destroy, or carry off a safeguard furnished or provided repairing. These issues are not covered by the Michigan Plan for Occupational

MORE INFORMATIO

1-800-866-4674

www.michigan.gov/miosha THIS IS AN IMPORTANT DOCUMENT - DO NOT COVER!

The Department of Licensing and Regulatory Affairs will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your need known to this agency (10,000 copies printed at \$705.54 or \$0.07 per copy.)

MIOSHA Injuries/Illnesses Reporting 1-844-464-6742

Consultation and Training Assistance 1-517-284-7720

MIOSHA Complaint Hotline.....

Fatality Hotline



MIOSHA

Michigan Occupational Safety and Health Administration

Workers' Compensation Agency **Rights & Responsibilities**

Michigan's workers' compensation system provides wage replacement, medical treatment, and vocational rehabilitation benefits to individuals who are injured while at work. Each party in this system has rights and responsibilities that ensure the successful operation of the process.

- EMPLOYEES Most workers are covered under workers' compensation from
- the date of employment Report all injuries to your supervisor immediately • When injured, you can receive wage loss benefits, medical care.
- and rehabilitation services. • A compensable injury is one that has arisen "out of and in the course of employment." The work must cause the disability.
- Workers' compensation is the "exclusive remedy" for work njuries, meaning that in most cases you cannot sue for other
- There is a 7-day waiting period for benefit payments. Yo will not receive a workers' compensation check for disability lasting less than 7 days. However, medical benefits should be provided from the day of injury. If your wage loss lasts longe than 7 consecutive days, you are entitled to benefits as of the 8 day. If your wage loss continues for 14 days or longer, you are
- entitled to receive payment for that first week of disability. In most cases, wage loss benefits are calculated by taking the average of the highest 39 weeks of the last 52 weeks of gross wages prior to injury. This is your <u>Average Weekly Wage</u> (<u>AWW</u>). Generally you should receive 80% of the after-tax value of your AWW.
- In certain circumstances, the value of discontinued "fringe benefits" such as the cost of health insurance, employer contributions to a pension plan, and vacation and holiday pay may be included in determining the AWW. • You should be paid your benefit on a weekly basis, and
- ayments should continue as long as you are disabled and are suffering a wage loss. Your first check is due and payable on the 14th day of disability However, a benefit check is not considered "late" until 30 days after the due date.

EMPLOYERS

WC-PUB-006 (5/12

- All public and most private employers in Michigan are covered by workers' compensation. Every employer subject to the Act must provide proof of insurance or be approved for self insurance to ensure benefits can be paid to its workers should they become injured
- Eligible employees are covered under workers' compensation om the date of employmen • There are severe penalties if an employer fails to provide
- workers' compensation coverage. • Minors: The Act provides that an illegally employed minor is entitled to double compensation if injured

INSURANCE COMPANIES pt and regular payment of benefits is required by law.

⇒ Form WC-701: must be filed with the Workers' Compensation gency (WCA) when wage loss benefits begin, change or ⇒ Form WC-110: must be filed with the WCA 3 months post-injury, and every 4 months after, to report on vocational rehabilitation activity.

- earnings from Michigan employers are added together to calculate the AWW. • You may also be eligible for Family Medical Leave Act (FMLA) benefits. If you have questions, you should contact the U.S. Department of Labor.
- Medical Benefits: You are entitled to all reasonable and necessary medical care including surgical, hospital, and dental services, as well as crutches, hearing apparatus, chiropractic treatment, and nursing care. These services are provided ndefinitely as long as there is a need.
- Choosing A Doctor: During the first 28 days of treatment, the mployer has the right to choose the doctor. After that, you are free to change doctors providing that you notify the employer and nsurance company, preferably in writing. You do not nee authorization from the insurance company or the employer to be edically treated, as long as the treatment is reasonable an necessary, and your claim is not in dispute.
- Maintaining Contact: It is extremely important that you maintain regular contact with your employer throughout the treatment and recovery period so that they are aware of your progress. Provide your employer with updated work status reports and discuss early eturn to work options. Vocational Rehabilitation: If you have a work-related injury or illness which prevents you from returning to your job and you are
- currently receiving workers' compensation benefits, you are entitled to a maximum of 104 weeks of vocational assistance in returning to work. Vocational rehabilitation can help you return to your current job or a new one by identifying interests, skills and abilities, evaluating accommodations, providing job readiness assistance, outlining career objectives, and arranging retraining opportunities. Vocational rehabilitation services create a "win-win scenario for employers, carriers, and injured employees, especially when utilized as an early intervention tool.
- ⇒ All claims must be reported to your insurance carrier. ⇒ Form WC-100: must be filed with the Workers' Compensation y and your insurance carrier immediately upon the isability exceeding 7 consecutive days, death or specific loss. A copy of this form must also be given to the employee.
- You must ensure that reasonable and necessary medical treatment is provided promptly You will need to provide a wage history report to the insurance
- carrier in order to calculate the correct benefit amount. You are encouraged to maintain contact with your employee while they are off work, and provide appropriate light-duty work options and accommodations when possible.
- Form WC-107: must be filed with the WCA if a claim is disput Medical services rendered are subject to the State of Michigan Health Care Rules and Fee Schedules. Injured employees are not to be "balance billed" for charges over and above the fee schedule. · Benefits are not to be stopped for non-cooperation with vocational rehabilitation, but a hearing can be requested

For more information contact: State of Michigan - Workers' Compensation Agency Toll free: 1-888-396-5041 <u>www.michigan.gov/wca</u>



MIOSHA/CET 2010 (9/15)

• If you have more than one iob covered under the Act, the

EMPLOYEE RIGHTS EMPLOYEE POLYGRAPH PROTECTION ACT

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 any employee or job applicant to take a lie detector test, and from discharging, disciplining, or discriminating against an employee or prospective employee for refusing to take a test or for exercising other rights under the Act.
EXEMPTIONS	Federal, State and local governments are not affected by the law. Also, the law does not apply to tests given by the Federal Government to certain private individuals engaged in national security-related activities.
	The Act permits polygraph (a kind of lie detector) tests to be administered in the private sector, subject to restrictions, to certain prospective employees of security service firms (armored car, alarm, and guard), and of pharmaceutical manufacturers, distributors and dispensers.
	The Act also permits polygraph testing, subject to restrictions, of certain employees of private firms who are reasonably suspected of involvement in a workplace incident (theft, embezzlement, etc.) that resulted in economic loss to the employer.
	The law does not preempt any provision of any State or local law or any collective bargaining agreement which is more restrictive with respect to lie detector tests.
EXAMINEE RIGHTS	Where polygraph tests are permitted, they are subject to numerous strict standards concerning the conduct and length of the test. Examinees have a number of specific rights, including the right to a written notice before testing, the right to refuse or discontinue a test, and the right not to have test results disclosed to unauthorized persons.

ENFORCEMENT The Secretary of Labor may bring court actions to restrain violations and assess civil penalties against violators. Employees or job applicants may also bring their own court actions.

THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS POSTER WHERE EMPLOYEES AND JOB APPLICANTS CAN READILY SEE IT.

WAGE AND HOUR DIVISION UNITED STATES DEPARTMENT OF LABOR

1-866-487-9243 TTY: 1-877-889-5627 www.dol.gov/whd



WH1462 REV 07/16

RICK SNYDER	Michigan Department of Licen Wage and Ho PO Box Lansing , MI REQUIRED	ur Division 30476 48909-7976 POSTER		RICK SNYDER GOVERNOR	Office of Career and Technical Education P. O. Box 30712 • Lansing, Michigan 48909 • 517-335-6041 Informational Sheet Youth Employment Standards Act 90 of 1978, as amended	M
GOVERNOR	GENERAL REQUIREMENTS - MI	VIMUM WAGE and OVERTIME	DIRECTOR		POSTING REQUIREMENT	
The Workforce Oppo 16 years of age and	Cover ortunity Wage Act, Public Act 138 of 20 older. Minimum Hourl	14, covers employers who employ 2	or more employees	Sec. 10. A minor under 1 nor for a period longer tha The minor shall not be en	er 16 years; days and hours of employment. 6 years shall not be employed in an occupation subject to this act for mo an a weekly average of 8 hours per day or 48 hours in 1 week, nor more nployed between the hours of 9 p.m. and 7 a.m. A minor who is a studer mbined school and work week of 48 hours during the period when scho	than 10 hou t in school s
Employees must be				MCL 409.111 Minor 16 y	ears and over; days and hours of employment; employment in agricu	Itural proce
 Beginning Septer minimum hourly statement, which 	017 \$8.90	ay be paid a minimum hourly wage seived, as documented through a l, equals or exceeds the minimum ho Wage	\$7.57 \$7.86 rate of 38% of the signed, dated tip purly wage rate.	occupation subject to this (a) Six days in 1 we (b) An average of 8 (c) Ten hours in 1 d (d) Subject to subdid (e) If the minor is a (2) Except as provided and 6 a.m. However, ex student in school until 11. (a) On Fridays and (b) During school va	hours per day in 1 week. ay. vision (e), 48 hours in 1 week. student in school and school is in session, 24 hours in 1 week. in subsection (3), a person shall not employ a minor 16 years of age or of cept as provided in subsection (3), a person may employ a minor 16 year 30 p.m. on any of the following days: Saturdays.	older betwee
from the minimum v domestic service en appointees; employe	40 in a workweek. The following are e wage provisions of the Fair Labor Star mployees), professional, administrative ees of amusement and recreational es ees, and any employee not subject to the Compensat	ndards Act of 1938, 29 USC 201 to e, or executive employees; elected of stablishments operating less than 7 in the minimum wage provisions of the a	219 (except certain fficials and political months of the year; ict.	school is not in session. (a) The minor is er (b) The minor is er to work more th (c) The minor is no (d) The agricultura	school, the period greater than the periods described in subsections (1) a nployed for not more than 11 hours in 1 day. nployed for not more than 62 hours in any week. However, the employer an 48 hours during any week without the consent of the minor. at employed between 2 a.m. and 5:30 a.m. I processing employer maintains on file a written acknowledgment of the ne period of employment authorized under this subsection.	shall not rec
each hour of over compensatory time compensatory time and paid. Contact	rtime worked. The agreement must is earned. All compensatory time may not exceed 240 hours. Employ the Wage and Hour Program for info ensatory time off in lieu of overtime co	t be voluntary, in writing, and ob e earned must be paid to an en vers must keep a record of compen ormation on the conditions an empl mpensation.	nployee. Accrued satory time earned	(a) "Agricultural pro (b) "Farming opera- production of se activity require History: AM. 1978, Act 90,	bccessing" means the cleaning, sorting or packaging of fruits or vegetables tions involved in the production of seed" means farming activities and re- sed, including plant detasseling, hand-pollination, roguing, or hoeing, and d for commercial seed production. EFF. JUNE 1, 1978 AM. 1995, ACT 251, EFF. MAR. 28, 1996 AM. 1996,	s. search involv any other si
each hour of over compensatory time compensatory time and paid. Contact order to offer compen- An employer shall r paid to employees performed under si	rtime worked. The agreement must e is earned. All compensatory time may not exceed 240 hours. Employ the Wage and Hour Program for info	t be voluntary, in writing, and ob e earned must be paid to an enverse must keep a record of compen- ormation on the conditions an emploympensation. Pay by paying employees a rate which is on jobs requiring equal skill, effort, here payment is pursuant to a seni	aployee. Accrued satory time earned loyer must meet in s less than the rate and responsibility ority system, merit	 (a) "Agricultural pro- (b) "Farming opera- production of sr activity require HISTORY: AM. 1978, ACT 90, 1997 AM. 2000, ACT 418, MCL 409.112 Meal and r Sec. 12. A minor shall no meal and rest period. An MCL 409.112a Prohibitioi at fixed loo 	bccessing" means the cleaning, sorting or packaging of fruits or vegetables titons involved in the production of seed" means farming activities and re- ed, including plant detasseling, hand-pollination, roguing, or hoeing, and d for commercial seed production. EFF. JUNE 1, 1978 AM. 1995, ACT 251, EFF. MAR. 28, 1996 AM. 1996, IMD. EFF. JAN. 8, 2001 AM. 2011, ACT 197, IMD. EFF. OCT. 18, 2011 est period. te employed for more than 5 hours continuously without an interval of interval of less than 30 minutes shall not be considered to interrupt a continuously activities and re- tor of minors working alone in occupation involving a cash transaction.	3. search involv any other si ACT 499, IMI at least 30 m titinuous peri on after sun
each hour of over compensatory time compensatory time and paid. Contact order to offer compe An employer shall r paid to employees performed under si system or system m sex. An employee may a complaint with the complaint and file complaint and establishment. Re additional amount a	rtime worked. The agreement must is earned. All compensatory time may not exceed 240 hours. Employ the Wage and Hour Program for infe ensatory time off in lieu of overtime co Equal not discriminate on the basis of sex b of the opposite sex for equal work imilar working conditions - except who	t be voluntary, in writing, and ob e earned must be paid to an en vers must keep a record of compen ormation on the conditions an employ impensation. Pay by paying employees a rate which is on jobs requiring equal skill, effort, here payment is pursuant to a seni antity or quality of production or a different unpaid minimum wages or overtime, julatory Affairs. The department r overtime due the employee and a unpaid minimum wages or overtime asonable attorney fees. A civil fine	apployee. Accrued satory time earned loyer must meet in s less than the rate and responsibility ority system, merit ferential other than , or they may file a may investigate a II employees of an ne, plus an equal	 (a) "Agricultural pro "Farming opera production of si activity require HISTORY: AM. 1978, ACT 90, 1997 AM. 2000, ACT 418, MCL 409.112 Meal and r Sec. 12. A minor shall no meal and rest period. An MCL 409.112a Prohibition at fixed loo Sec. 12a. A minor who w not be employed in an oc earlier, at a fixed location during those hours. HISTORY: ADD. 1980, ACT 43 IMPORTANT: ADMINISTRAT EMPLOYER OR ANOTHER 	bcessing" means the cleaning, sorting or packaging of fruits or vegetables titons involved in the production of seed" means farming activities and re- ed, including plant detasseling, hand-pollination, roguing, or hoeing, and d for commercial seed production. EFF. JUNE 1, 1978 AM. 1995, ACT 251, EFF. MAR. 28, 1996 AM. 1996, IMD. EFF. JAN. 8, 2001 AM. 2011, ACT 197, IMD. EFF. OCT. 18, 2011 est period. to be employed for more than 5 hours continuously without an interval of interval of less than 30 minutes shall not be considered to interrupt a con a of minors working alone in occupation involving a cash transaction ould otherwise be permitted under this act to be employed in an occupation cupation that involves a cash transaction subject to this act after sunset unless an employer or other employee 18 years of age or older is prese	ACT 499, IME at least 30 m thinuous peri on after sun ion subject to or 8 p.m., wh nt at the fixe

