# EMPLOYEE RIGHTS **UNDER THE FAMILY AND MEDICAL LEAVE ACT**

THE UNITED STATES DEPARTMENT OF LABOR WAGE AND HOUR DIVISION

weeks of unpaid, job-protected leave in a 12-month period for the The birth of a child or placement of a child for adoption or foster To bond with a child (leave must be taken within 1 year of the

makes the employee unable to perform the employee's job;

military member who is the employee's spouse, child, or

single 12-month period to care for the servicemember with a serious

medically necessary or otherwise permitted, employees may take leave

An employee does not need to use leave in one block. When it is

Eligible employees who work for a covered employer can take up to 12 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. nsurance coverage as if the employees were not on leave. To care for the employee's spouse, child, or parent who has a

While employees are on FMLA leave, employers must continue health 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 For the employee's own qualifying serious health condition that An employer may not interfere with an individual's FMLA rights or For qualifying exigencies related to the foreign deployment of a 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 or related to the FMLA. parent, or next of kin may also take up to 26 weeks of FMLA leave in a

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

 Work at a location where the employer has at least 50 EMPLOYER RESPONSIBILITIES employees within 75 miles of the employee's worksite. Once an employer becomes aware that an employee's need for leave is \*Special "hours of service" requirements apply to airline flight crew for a reason that may qualify under the FMLA, the employer must notif the employee if he or she is eligible for FMLA leave and, if eligible, ust also provide a notice of rights and responsibilities under th Generally, employees must give 30-days' advance notice of the need for FMLA leave. If it is not possible to give 30-days' notice, an employee must notify the employer as soon as possible and, generally, follow the employer's usual procedures. Employees do not have to share a medical diagnosis, but must provide

FMLA. If the employee is not eligible, the employer must provide a imployers must notify its employees if leave will be designated as FMLA leave, and if so, how much leave will be designated as FMLA enough information to the employer so it can determine if the leave qualifies for FMLA protection. Sufficient information could include Employees may file a complaint with the U.S. Department of Labor, forming an employer that the employee is or will be unable to perform his or her job functions, that a family member cannot perfor is necessary. Employees must inform the employer if the need for leave The FMLA does not affect any federal or state law prohibiting is for a reason for which FMLA leave was previously taken or certified. discrimination or supersede any state or local law or collective Employers can require a certification or periodic recertification

Wage and Hour Division, or may bring a private lawsuit against an bargaining agreement that provides greater family or medical leav supporting the need for leave. If the employer determines that the certification is incomplete, it must provide a written notice indicating

For additional information or to file a complaint: 1-866-4-USWAGE

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

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



WH1420 REV 04/16

## **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

Employers are generally prohibited from requiring or requesting any

Ref.: 29 USC, Ch. 28, Sec. 2619

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. 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

> pharmaceutical manufacturers, distributors and dispensers. employees of private firms who are reasonably suspected of involvement in a workplace incident (theft, embezzlement, etc.) that resulted in economic

of security service firms (armored car, alarm, and guard), and of

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

**ENFORCEMENT** 

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.

The Secretary of Labor may bring court actions to restrain violations and

assess civil penalties against violators. Employees or job applicants may

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

also bring their own court actions.

#### CC-Form-1A Oklahoma Workers' Compensation Notice and Instruction to Employers and Employees All employees of this employer who are entitled to benefits of the Administrative Workers' Compensation Act are hereby notified that this employer has

complied with all rules of the Workers' Compensation Commission and that this employer has secured payment of compensation for all employees and their dependents in accordance with the Act. All employees are further notified this employer will furnish first aid, medical, surgical, hospital, optometric, podiatric, chiropractic and nursing services, medicine, crutches and other apparatus as may be reasonably necessary in connection with the injury received by the employee, as well as payments of compensation to any injured employee or the employee's dependents as provided in the Act. Any employee who has suffered a compensable injury covered by the Administrative Workers' Compensation Act is entitled to vocational rehabilitation services, including retraining and job placement, if, as a result of the injury, the employee is unable to perform work for which the person has previous training

The Oklahoma Workers' Compensation Commission has a Counselor Division to provide information to injured workers, employers, and other interested Mediation is available to help resolve certain workers' compensation disputes. For information, call the Counselor Division at 405-522-5308 or In-State Toll

Free 855-291-3612.



Signature of Employer

Insurer Name and Address

#### Employee's Responsibilities In Case of Work Related Injury

f accidentally injured or affected by cumulative trauma or an occupational disease arising out of and in the course of employment, however slight the employee should notify the employer immediately. If this employer is a partnership, notice shall be given to any partner. If this employer is a corporation, notice shall be given to any agent or officer of the corporation upon whom legal process may be served. Notice shall also be given to the person in charge of business at the location of operations where the injury occurred. Unless oral or written notice is given to the employer within thirty (30) days, the

rauma or occupational disease or illness occurring ON OR AFTER February 1, 2014. Forms to file a compensation claim should be furnished by this employer and also are available from the Workers' Compensation Commission. The forms are posted on the Commission's website, www.wcc.ok.gov A claim for compensation must be filed with the Commission within the time specified by law, or be forever barred. Based on law effective May 28, 2019, a claim for compensation for any accidental injury must be filed with the Commission within one (1) year of the date of injury or, if the employee has received penefits under Title 85A for the injury, six (6) months from the date of the last issuance of such benefits; a death claim must be filed within two (2) years of the date of death; a claim for compensation for occupational disease or illness must be filed within two (2) years of the last injurious exposure; and a claim for compensation for cumulative trauma must be filed within one (1) year of the date of injury.

The employee may file a claim for compensation with the WORKERS' COMPENSATION COMMISSION for an accidental injury, death, cumulative

Claims for compensation for accidental injury, death, cumulative trauma or occupational disease or illness occurring BEFORE February 1, 2014 may be filed with the WORKERS' COMPENSATION COURT OF EXISTING CLAIMS and are subject to different notice of injury requirements and claims filing deadlines than those for accidental injury, death, cumulative trauma or occupational disease or illness occurring on or after February 1, 2014. Failure to comply with applicable notice requirements and deadlines may operate to forever bar the claim. Contact the WORKERS' COMPENSATION COURT OF EXISTING CLAIMS for additional information.

#### Employer's Responsibilities

The employer must provide employees with immediate first aid, medical, surgical, hospital, optometric, podiatric, chiropractic, and nursing services, medicine, crutches and other apparatus as may be reasonably necessary in connection with the injury received by the employee. This applies to care for all injuries and illnesses arising out of and in the course of employment, regardless of their character. Within ten (10) days after the date of receipt of notice or knowledge of death or injury that results in the loss of time beyond the shift or medical attention away from the work site, the employer or the employer's representative MUST send a report thereof to the Workers' Compensation Commission via Electronic Data Interchange as specified in Commission rules.

No agreement by any employee to pay any portion of the premium paid by the employer to a carrier or a benefit fund or department maintained by the employer for the purpose of providing compensation or medical services and supplies as required by the workers' compensation laws, shall be valid. Any employer who makes a deduction for such purposes from the pay of any employee entitled to benefits under the workers' compensation laws shall be

> No agreement by any employee to waive workers' compensation rights and benefits shall be valid Any person who commits workers' compensation fraud, upon conviction, shall be guilty of a felony

**Workers' Compensation Commission** 1915 North Stiles Avenue

Oklahoma City, Oklahoma 73105-4918 Tele. 405-522-5308 (OKC) · 918-295-3732 (TU) · In-State Toll Free 855-291-3612 Web Site · www.wcc.ok.gov

Rev. 1-1-2021 Ref.: O.S. §85A-41 This notice must be posted and maintained by the employer in one or more conspicuous places on the work premises.



# **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 workrelated injury or illness, without being retaliated against.
- Receive information and training on job hazards, including all hazardous substances in your workplace.
- Request a confidential OSHA inspection of your workplace if you believe there are unsafe or unhealthy conditions. 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.

This poster is available free from OSHA.



### **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.
- Notify OSHA within 8 hours of a workplace fatality or within 24 hours of any work-related inpatient hospitalization, amputation, or loss of an eye.
- Provide required training to all workers in a language and vocabulary they can understand.
- Prominently display this poster in the
- Post OSHA citations at or near the place of the alleged violations.

On-Site Consultation services are

available to small and medium-sized employers, without citation or penalty, through OSHA-supported consultation programs in every state.



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



### **OKLAHOMA LAW PROHIBITS**

**DISCRIMINATION IN EMPLOYMENT BECAUSE** OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, DISABILITY, AGE, SEX OR GENETIC INFORMATION1

If you are an employee, or an applicant for employment, and feel that because of race, color, religion, national origin, disability, age, sex or genetic information you have been discriminated against with respect to:

Qualifications, hire, discharge, recall, layoff, promotion, transfer, compensation, conditions, terms, privileges or responsibilities of employment, or sexual harassment, and wish to file or discuss the filing of a complaint contact:

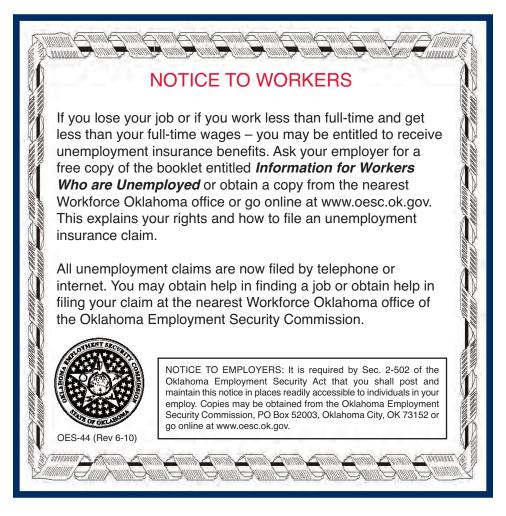
Office of the Oklahoma Attorney General Office of Civil Rights Enforcement

313 N.E. 21st Street Oklahoma City, Oklahoma 73105 Oklahoma City Office: (405) 521-3921 Tulsa Office: (918) 581-2342 Website: www.oag.ok.gov

Email: ocre.complaints@oag.ok.gov

Contacting the Office of Civil Rights Enforcement does not conflict with or affect any other rights you may have, including any appeal procedures you may have through the Oklahoma Merit Protection or any internal grievance procedures you may have through your employer. However, an Employment Discrimination Complaint must be filed with the Office of Civil Rights Enforcement within 180 days after the alleged discriminatory act(s).

Title 25, Oklahoma Statutes, Section 1302





# **EMERGENCY NUMBERS CALL 911**

AMBULANCE:

PHYSICIAN: HOSPITAL:

FIRE DEPARTMENT:

POISON CONTROL:

POLICE:

# PAY DAY NOTICE

### **PAY DAY IS ON:**

☐ FRIDAY ■ MONDAY **□** TUESDAY

□ WEDNESDAY ☐ THURSDAY

# **PAY SCHEDULE IS:**

**□** WEEKLY ☐ SEMI MONTHLY **□** BIWEEKLY ☐ MONTHLY

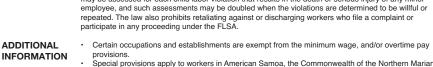
### **PAYCHECKS ARE ISSUED ON THE:**

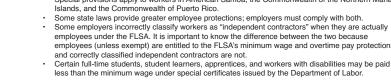
TIME:

#### **EMPLOYEE RIGHTS** UNDER THE FAIR LABOR STANDARDS ACT

FEDERAL MINIMUM WAGE

The law requires employers to display this poster where employees can readily see it.









may be assessed for each child labor violation that results in the death or serious injury of any minor



Minimum Age 14 years of age

Employment

Certificate

**OVERTIME PAY** At least 1½ times the regular rate of pay for all hours worked over 40 in a workweek.

estrictions. Different rules apply in agricultural employment.

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

Employers of "tipped employees" who meet certain conditions may claim a partial wage credit based or

Employers or hipped employees. Who meet certain conditions may claim a partial wage creation 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 employee's tips combiner

with the employer's cash wage of at least \$2.13 per hour do not equal the minimum hourly wage, the

The FLSA requires employers to provide reasonable break time for a nursing mother employee 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 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 expres

instances of minimum wage, overtime, and other 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 law. Civil money penalties may also be assessed for violations of the FLSA's child labor provisions. Heightened civil money penalties

**ENFORCEMENT** The Department has authority to recover back wages and an equal amount in liquidated damages in

Employment certificate is issued by the school and is required for all employed minors, including homeschooled minors and minors from out-of-state working in Oklahoma.

Employers are required to have an employment certificate from the school before a minor is allowed to work.

Note to Issuing Officer(s): Minors must comply with

compulsory School Laws, Title 70, Section 10

Hours Standard School in session – minors restricted to: No more than three (3) hours per school day No more than eight (8) hours per non-school day No more than eighteen (18) hours per school week

> School not in session – minors restricted to: No more than eight (8) hours per non-school day No more than forty (40) hours per non-school week

> > Cannot work before 7:00 a.m. and not after 9:00 p.m.

Break Periods For every five (5) hours worked – Thirty (30) minute rest For every eight (8) hours worked – One (1) hour rest

From June 1st through Labor Day – minors:

Times Standard From Tuesday after Labor Day through May 31st – minors:

Prohibited include, but not limited to: **Occupations** 

Grills

### Occupations which threaten health and well-being

Baking Communications Construction Cooking Coolers Cutters Demolition Frvers Hoisting devices Ladders Machinery Loading Manufacturing Mowers Mining Motor vehicles Public messenge Power-Driven Processing Public Utilities Repair Slicers Storage Transportation Unloading

For information on hazardous occupations for 16- and 17-year-olds, contact the United States Department of Labor at 1-866-487-9243

Weed eaters

Youth peddling

Oklahoma Department of Labor 1-888-269-5353 www.labor.ok.gov



Work rooms

# Your Rights Under the Oklahoma Minimum Wage Act 40 O.S. § 197.1 et seq.

#### WHO IS AN EMPLOYEE?

**40 O.S.** § **197.4** (e) - "Employee" includes any individual employed by an employer but shall not include: (1) An individual employed on a farm, in

> the employ of any person, in connection with the cultivation of the soil, or in connection with raising or harvesting any agricultural commodity, including raising, shearing, feeding, caring for, training, and management of livestock, bees, poultry, and furbearing animals and wildlife, or in the employ of the owner or tenant or other operator of a farm in connection with the operation, management, conservation, improvement, or maintenance of such farm and its

- tools and equipment; (2) Any individual employed in domestic service in or about a private home; (3) Any individual employed by the
- United States government; (4) Any individual working as a volunteer in a charitable, religious or other nonprofit organization;

(5) Any newspaper vendor or carrier;

(6) Any employee of any carrier subject

- to regulation by Part 1 of the Interstate Commerce Act; (7) Any employee of any employer who is subject to the provisions of any Federal Fair Labor Standards Act or to any Federal Wage and Hour Law now in effect or enacted hereafter; and who is paying the minimum
- wage under the provisions of this act; (8) Any employee employed in a bona fide executive, administrative or professional capacity, or in the capacity of outside salesman;
- Any person employed as part-time employee not on permanent status. A part-time employee is defined as an employee who is employed less than twenty-five (25) hours a week; (10) Any person who is less than eighteen
- (18) years of age and is not a high school graduate or a graduate of a vocational training program, and any person who is less than twenty-two (22) years of age and who is a student

regularly enrolled in a high school, college, university or vocational training program;

- (11) Any individual employed in a feedstore operated primarily for the benefit and use of farmers and ranchers; or
- (12) Any individual working as a reserve force deputy sheriff.

#### WHO IS AN EMPLOYER?

**40 O.S.** § **197.4** (**d**) - "Employer" means any individual, partnership, association, corporation, business trust, or any person or group of persons, hiring more than ten full-time employees or equivalent at any one location or place of business; provided, however, if an employer has less than ten full-time employees or equivalent at any one location or place of business but does a gross business of more than One Hundred Thousand Dollars (\$100,000.00) annually, said employer shall not be exempt under the provisions of this act. This act shall not apply to employers subject to the Fair Labor Standards Act of 1938, as amended, and who are paying the minimum wage under the provisions of said act, nor to employers whose employees are exempt.

Oklahoma Department of Labor Leslie Oslam

> Leslie Osborn Commissioner of Labor State Minimum Wage \$7.25 per hour

**HOW DO UNIFORMS AFFECT MINIMUM WAGE?** 

Effective July 24, 2009

**40 O.S. § 197.17** - Business establishments that furnish uniforms to their employees may take credit against the minimum wage in an amount equal to the

WHAT IS THE CIVIL PENALTY FOR

reasonable cost of furnishing the uniforms.

### **VIOLATIONS?**

**40 O.S. § 197.8** - The Commissioner, after investigation, shall promptly make his finding in writing as to whether or not additional wages are due the employee. If the Commissioner finds that additional wages are due, ten percent (10%) of such amount due shall be added as penalty for such wage deficiency. The Commissioner shall mail said findings to the employer and to the employee by certified mail. Payment by the employer and acceptance by the employee of the amount so determined by the Commissioner shall absolve the employer of any further liability to the employee with respect to wages claimed by the employee for the period he was employed by the employer.

**40 O.S.** § **197.9** - Any employer who is found by a court of competent jurisdiction to have paid an employee wages less than those to which such employee is entitled, under or by virtue of this act, shall be liable to such employee for double the full amount of such wages, less any amount actually paid to such employee by the employer, and for court costs, and such reasonable attorney fees as may be allowed by the court, which in no case shall be less than One Hundred Dollars (\$100.00). Any agreement between such employee and the employer to work for less than such wage rate shall be no defense to such

#### WHAT IS THE CRIMINAL PENALTY FOR VIOLATIONS?

**40 O.S.** § **197.13** - Any employer, or the officer or agent of any corporation, who pays or agrees to pay to any employee less than the rate of compensation required by this act, upon conviction, shall be guilty of a misdemeanor and shall be punished by a fine of not more than Five Hundred Dollars (\$500.00), or by imprisonment in the county jail for not more than six (6) months, or by both such fine and imprisonment.

State law requires employers to display this poster in such a manner so as to be accessible to all employees in each establishment under the control of the employer. It shall be unlawful to employ workers in any industry or occupation within the State of Oklahoma under conditions of labor detrimental to their health or morals and it shall be unlawful to employ workers in any industry within the State of Oklahoma at wages which are not adequate for their maintenance. Except as otherwise provided in the Oklahoma Minimum Wage Act, no employer within the State of Oklahoma shall pay any employee a wage of less than the current federal minimum wage for all hours worked.

> 3017 N. Stiles, Suite 100, Oklahoma City, OK 73105 Telephone 405-521-6100 • Toll-free 1-888-269-5353 • Fax 405-521-6018 www.ok.gov/odol

> > INDIVIDUALS WITH DISABILITIES

RACE, COLOR, NATIONAL ORIGIN, SEX

□ SATURDAY

□ SUNDAY

AND OF THE MONTH

# Equal Employment Opportunity is THE LAW

Private Employers, State and Local Governments, Educational Institution **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

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.

Title I and Title V of the Americans with Disabilities Act of 1990, as amended, protect qualified individual from discrimination on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training classification, referral, and other aspects of employment. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, barring undue hardship.

of age or older from discrimination based on age in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. In addition to sex discrimination prohibited by Title VII of the Civil Rights Act, as amended, the Equal Pay Act of 1963, 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.

The Age Discrimination in Employment Act of 1967, as amended, protects applicants and employees 40 years

Title II of the Genetic Information Nondiscrimination Act of 2008 protects applicants and employees from discrimination based on genetic information in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. GINA also restricts employers' acquisition of genetic information and strictly limits disclosure of genetic information. Genetic information includes information about genetic tests of applicants, employees, or their family members; the manifestation of diseases or disorders in family members (family medical history); and requests for or receipt of genetic services by applicants, employees, or their family members.

All of these Federal laws prohibit covered entities from retaliating against a person who files a charge of discrimination, participates in a discrimination proceeding, or otherwise opposes an unlawful employment WHAT TO DO IF YOU BELIEVE DISCRIMINATION HAS OCCURRED

There are strict time limits for filing charges of employment discrimination. To preserve the ability of EEOC to act on your behalf and to protect your right to file a private lawsuit, should you ultimately need to, you should contact EEOC promptly when discrimination is suspected: The U.S. Equal Employment Opportunity Commission (EEOC), 1-800-669-4000 (toll-free) or 1-800-669section. Additional information about EEOC, including information about charge filing, is available at financial assistance, you should immediately contact the Federal agency providing such assistance. EEOC 9/02 and OFCCP 8/08 Versions Useable With 11/09 Supplement

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 Executive Order 11246, as amended, prohibits job discrimination on the basis of race, color, religion, sex or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employmen

referral, and other aspects of employment. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, barring undue hardship. Section 503 also requires that Federal contractors take affirmative action to employ and advance in employment qualified individuals with disabilities at all levels of employment, including the executive level. DISABLED, RECENTLY SEPARATED, OTHER PROTECTED, AND ARMED FORCES SERVICE MEDAL VETERANS The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, prohibits job discrimination and requires affirmative action to employ and advance in employment disabled veterans,

Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals from discrimination

on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training, classification,

recently separated veterans (within three years of discharge or release from active duty), other protected veterans (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 veterans (veterans who, while on active duty, participated in a U.S. military operation for which an Armed Forces service medal was awarded). RETALIATION 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 or affirmative action obligations under the authorities above should contact immediately 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 regional or district office, listed in most telephone directories under U.S. Government, Department of Labor.

**Programs or Activities Receiving Federal Financial Assistance** 

In addition to the protections of Title VII of the Civil Rights Act of 1964, as amended, Title VI of the Civil

Rights Act of 1964, 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 IX of the Education Amendments of 1972 prohibits employment discrimination on the basis of sex in educational programs or activities which receive Federal financial assistance.

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 dation, can perform the essential functions of the job. available at www.eeoc.gov or in most telephone directories in the U.S. Government or Federal Government

If you believe you have been discriminated against in a program of any institution which receives Federal

**THA-83736** 012021



