

EMPLOYEE RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT

THE UNITED STATES DEPARTMENT OF LABOR WAGE AND HOUR DIVISION

LEAVE BENEFITS
Eight employees who work for a covered employer can take up to 12 weeks of unpaid, job-protected leave in a 12-month period for the following reasons:

- To care for a child or grandchild who is under 18 years of age and is unable to care for himself or herself.
- To care for the employee's spouse, child, or parent who has a qualifying serious health condition.
- For the employee's own qualifying serious health condition that makes the employee unable to perform the employee's job.
- For qualifying exigencies related to the military deployment of a military member who is the employee's spouse, child, or parent.

BENEFITS & NOTICE
Employees are on FMLA leave, employees must continue health insurance coverage as if the employees were not on leave. Employees must be able to return to the same job or to one that is nearly identical to the one they held before the FMLA leave. Employees must be notified of their FMLA rights and responsibilities upon the start of the FMLA leave. Employees must provide a written certification from a health care provider that the employee's condition is a qualifying serious health condition. Employees must provide a written certification from a health care provider that the employee's condition is a qualifying serious health condition. Employees must provide a written certification from a health care provider that the employee's condition is a qualifying serious health condition.

ENFORCEMENT
Employees may file a complaint with the U.S. Department of Labor Wage and Hour Division, or may bring a private lawsuit against an employer.

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

Life's a little easier with **eita** earned income tax credit

ETC is for people who work for someone else or own or run a business or a farm. To qualify, you must have low to mid income and meet the following rules:

- Must have earned income.
- Must have a Social Security number that is valid for employment issued on or before the due date of the return (including extensions).
- Cannot have investment income, such as interest income, over a certain amount.
- Generally must be a U.S. citizen or resident alien all year.
- May not file as married filing separately.
- May not be a qualifying child of another person.
- May not file Form 2555 or 2555-EZ (related to foreign earned income).
- Must have a qualifying child if you do not have a qualifying child, you must:
 - be at least age 25 but under age 65 at the end of the year,
 - live in the United States for more than half the year, and
 - not qualify as a dependent of another person.

To claim the ETC, you have to file a federal tax return even if you own no tax and are not required to file. The year you return as soon as you have all the information you need about how much you earned. However, refunds for claims claiming the ETC can't be issued before mid-February. This delay applies to the entire refund, not just the portion associated with the ETC.

ETC provides a boost to help pay your bills or save for a rainy day.

Just imagine what you could do with ETC.

Do you want help with the ETC?
Go to www.irs.gov/etct for free information and to check out the interactive ETC Assistant to see if you qualify for the credit and estimate the amount of your ETC.
Visit a Volunteer Income Tax Assistance (VITA) site for free tax help and preparation. Go to www.irs.gov/vita or call 1-800-468-6867 to find a site.
Use FreeFile at www.irs.gov/efile for free online filing through commercially available tax preparation software.

Errors can delay the ETC part of your refund until corrected. If the IRS audits your return and finds an error in your claim of the ETC, you must pay back the amount of the ETC you received in error plus interest and penalties. You may also have to file Form 8862 for future claims. And, if the IRS finds your incorrect claim was due to reckless disregard of the rules and regulations or fraud, you may pay on your claiming the ETC for 2 years or 10 years, depending on the reason for the error.

U.S. military personnel on extended active duty outside the United States are considered to live in the United States while on active duty.

Publication 962 (EN-SP) (Rev. 9-2019) Catalog Number 3450V
Department of the Treasury Internal Revenue Service www.irs.gov
Ref. Code of Virginia § 40.1-287.3

EMPLOYEE RIGHTS UNDER THE FAIR LABOR STANDARDS ACT

FEDERAL MINIMUM WAGE

\$7.25 PER HOUR

BEGINNING JULY 24, 2009

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

OVERTIME PAY
At least 1 1/2 times the regular rate of pay for all hours worked over 40 in a workweek.

CHILD LABOR
An employer must be at least 16 years old to work in most non-farm jobs and at least 18 to work in non-farm jobs classified hazardous by the Secretary of Labor. Youthful 14 and 15 year olds may work outside school hours in various non-manufacturing, non-mining, non-hazardous jobs with certain work hour restrictions. Different rules apply to agricultural employment.

TIP CREDIT
Employees of "tipped employers" who meet certain conditions may claim a partial wage credit based on the reasonable tips they receive. Employees may not receive employees a cash wage of at least \$2.13 and they may not claim a credit against their minimum wage obligation. If an employer's tip credit exceeds the minimum wage, the employer must make up the difference.

NURSING MOTHERS
The FLSA requires employers to provide reasonable break time for a nursing mother employee who is unable to breastfeed her infant. The break time must be used for expressing breast milk for the nursing child for one year after the child's birth each work week. Each employer has a duty to express breast milk for nursing mothers in a reasonable break time. Other than in factories, there is no federal law that prohibits a nursing mother from returning from work and the public, which may be used by the employer to express breast milk.

ENFORCEMENT
The Department has authority to recover back wages and an equal amount in liquidated damages in violation of minimum wage, overtime, and other provisions. The Department may litigate and/or file a complaint with the Secretary of Labor. Employees may be assessed civil money penalties for each willful or repeated violation of the provisions of the FLSA. Civil money penalties may be assessed for willful or repeated violations of the provisions of the FLSA. Civil money penalties may be assessed for willful or repeated violations of the provisions of the FLSA.

Special provisions apply to workers in American Samoa, the Commonwealth of the Northern Mariana Islands, and the Commonwealth of Puerto Rico. Some states have their own employee protection laws. Independent contractors who are not actually employees under the FLSA. It is important to know the difference between the two because independent contractors are not covered by the minimum wage and overtime pay protections and contractually classified independent contractors are not covered by the minimum wage and overtime pay protections. The Department of Labor will not enforce the minimum wage and overtime pay provisions unless the contractor is actually an employee under the FLSA.

U.S. Department of Labor Wage and Hour Division
1-866-487-9243
www.dol.gov

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, discriminating against an employee or prospective employee or refusing to hire 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 (armed car, alarm, and guard), and of pharmaceutical manufacturers and 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 EMPLOYERS AND JOB APPLICANTS CAN READILY SEE IT.

U.S. DEPARTMENT OF LABOR WAGE AND HOUR DIVISION
1-866-487-9243
www.dol.gov

Virginia Human Rights Act

Code of Virginia - Title 2.2, Chapter 39

It is the policy of the Commonwealth of Virginia to: Safeguard all individuals within the Commonwealth from unlawful discrimination because of race, color, religion, national origin, sex, sexual orientation, gender identity, marital status, pregnancy, childbirth or related medical conditions, age, veteran status, or disability in employment, places of public accommodation, including educational institutions, in real estate transactions, preserve the public safety, health and general welfare; and further the interests, rights and privileges of individuals within the Commonwealth; and protect citizens of the Commonwealth against unfounded charges of unlawful discrimination.

Unlawful Discriminatory Practice Defined
Conduct that violates any Virginia or federal statute or regulation governing discrimination is an unlawful discriminatory practice under the Virginia Human Rights Act.

Complaints may be filed with:
OFFICE OF THE ATTORNEY GENERAL
Division of Human Rights
202 North 9th Street
Richmond, Virginia 23219
www.ag.virginia.gov
human_rights@oag.state.va.us
P: (804) 225-2292; F: (804) 225-3294

Job Safety and Health Protection

VIRGINIA DEPARTMENT OF LABOR AND INDUSTRY

THE VIRGINIA OCCUPATIONAL SAFETY AND HEALTH (VOSH) LAW, BY AUTHORITY OF TITLE 40.1 OF THE LABOR LAWS OF VIRGINIA, PROVIDES JOB SAFETY AND HEALTH PROTECTION FOR WORKERS. THE PURPOSE OF THE LAW IS TO ASSURE SAFE AND HEALTHFUL WORKING CONDITIONS THROUGHOUT THE STATE. THE VIRGINIA SAFETY AND HEALTH CODES BOARD PROMULGATES AND ADOPTS JOB SAFETY AND HEALTH STANDARDS, AND EMPLOYERS AND EMPLOYEES ARE REQUIRED TO COMPLY WITH THESE STANDARDS. THESE STANDARDS MAY BE FOUND AT THE FOLLOWING WEB ADDRESS: http://www.doli.virginia.gov/doli_regulations/doli_regulations.html. YOU MAY ALSO CONTACT THE DEPARTMENT OF LABOR AND INDUSTRY OFFICES LISTED BELOW TO RECEIVE PRINTED COPIES OF THE VIRGINIA OCCUPATIONAL STANDARDS AND OBTAIN THE NAMES OF PUBLISHERS OF THE FEDERAL IDENTICAL STANDARDS.

Employers
Each employer shall furnish to each of his employees employment and a place of employment free from recognized hazards, that are causing or are likely to cause death or serious harm to his employees, and shall comply with occupational safety and health standards issued under the law.

Employees
Each employee shall comply with all occupational safety and health standards, rules, regulations, and orders issued under the Law that apply to his own actions and conduct on the job.

Inspection
The Law requires that a representative of the employer and a representative authorized by the employees be given the opportunity to accompany the VOSH inspector for the purpose of aiding the inspection. Where there is no authorized employee representative, the VOSH inspector must consult with a reasonable number of employees concerning safety and health conditions in the workplace.

Citation
If upon inspection VOSH believes an employer has violated the Law, a citation alleging such violations will be issued to the employer. Each citation will specify a time period within which the alleged violation must be corrected.

Proposed Penalty
The Law provides for mandatory penalties against private sector employers of up to \$13,277 for each serious violation and for optional penalties of up to \$13,277 for each other-than-serious violation. Penalties of up to \$13,277 per day may be proposed for failure to correct violations within the proposed time period. Also, any employer who willfully or repeatedly violates the Law may be assessed penalties of up to \$132,764 for each such violation.

Public Sector employees, all departments, agencies, institutions or other political subdivisions of the Commonwealth, are subject to the penalty provisions of 16VAC 25-60-260.

Criminal penalties are also provided for in the Law. Any willful violation resulting in the death of an employee is punishable, upon conviction, by a fine of not more than \$70,000 or by imprisonment for not more than six months, or by both. Subsequent conviction of an employer after a first conviction doubles these maximum penalties.

Complaint
Employees or their representatives have the right to file a complaint with the

Occupational Safety and Health Office Locations

Headquarters Main Street Centre 600 East Main Street, Suite 207 Richmond, Virginia 23219 VOICE (804) 371-2327 FAX (804) 371-8524	Northern Virginia / Manassas 9400 Innovation Drive Suite 120 Manassas, VA 20110 (703) 392-0900	Abingdon The Johnson Center 468 East Main Street Suite 114 Abingdon, VA 24210 (276) 676-5465
Central Virginia / Richmond North Sun Business Park 1570 East Parham Road Richmond, VA 23228 (804) 371-3104	Tidewater / Norfolk 6363 Center Drive Building 8, Suite 101 Norfolk, VA 23502 (757) 455-0891	Lynchburg 3704 Old Forest Road Suite 101 Lynchburg, VA 24501 (434) 385-0806
U.S. Department of Labor OSHA Regional Administrator The Curtis Center, STE 740 West 170 South Independence Mall West Philadelphia, PA 19106-3309 (215) 861-4900	Southwest / Roanoke Brammer Village 3013 Peters Creek Road Roanoke, VA 24019 (540) 562-3580	Verona P.O. Box 77 201 Lee Highway Verona, VA 24482 (540) 248-9280

VIRGINIA DEPARTMENT OF LABOR AND INDUSTRY
VIRGINIA SAFETY AND HEALTH CODES BOARD

VIRGINIA HUMAN RIGHTS ACT REASONABLE ACCOMMODATIONS FOR PREGNANCY

Protections from Discrimination – Va. Code § 2.2-3909

Effective July 1, 2020, employers with five or more employees for a 20-week period in the current or preceding year must provide reasonable accommodations for pregnancy, childbirth or related medical conditions, including lactation, unless the accommodation would impose an undue hardship. Employers also may not, in response to a request for a reasonable accommodation for pregnancy:

- take adverse actions against an employee;
- deny employment or promotions; or
- require an employee to take leave if another reasonable accommodation can be provided.

Reasonable Accommodations
Examples of reasonable accommodations include more frequent or longer bathroom breaks, breaks to express breast milk, access to a private location other than a bathroom for the expression of breast milk, acquisition or modification of equipment or access to or modification of employee seating, a temporary transfer to a less strenuous or hazardous position, assistance with manual labor, job restructuring, a modified work schedule, light duty assignments, and leave to recover from childbirth.

Interactive Process
When an employee requests an accommodation, employers must engage in a timely, good faith interactive process with the employee to determine if the requested accommodation is reasonable and, if not, discuss alternative reasonable accommodations that may be provided.

Complaints
Any person who believes they were discriminated against on this basis may file a complaint with the Division of Human Rights or seek relief by filing a civil action in state court.

OFFICE OF THE ATTORNEY GENERAL
Division of Human Rights
202 North 9th Street
Richmond, Virginia 23219
www.ag.virginia.gov
human_rights@oag.state.va.us
P: (804) 225-2292; F: (804) 225-3294

Abel

Abel is a leading provider of tax and financial services for individuals and families. We help you maximize your income and protect your future. Contact us today for a free consultation.

VIRGINIA CODE § 40.1-287.8. COVENANTS NOT TO COMPETE PROHIBITED AS TO LOW-WAGE EMPLOYEES; CIVIL PENALTY.

A. As used in this section:

"Covenant not to compete" means a covenant or agreement, including a provision of a contract of employment, between an employer and employee that restrains, prohibits, or otherwise restricts an individual's ability, following the termination of the individual's employment, to compete with his former employer. A "covenant not to compete" shall not restrict an employee from providing a service to a customer or client of the employer if the employee does not initiate contact with or solicit the customer or client.

"Low-wage employee" means an employee whose average weekly earnings, calculated by dividing the employee's earnings during the period of 52 weeks immediately preceding the date of termination of employment by 52, or if an employee worked fewer than 52 weeks, by the number of weeks that the employee was actually paid during the 52-week period, are less than the average weekly wage of the Commonwealth as determined pursuant to subsection B of § 65.2-500. "Low-wage employee" includes interns, students, apprentices, or trainees employed, with or without pay, at a trade or occupation in order to gain work or educational experience. "Low-wage employee" also includes an individual who has independently contracted with another person to perform services independent of an employment relationship and who is compensated for such services by such person at an hourly rate that is less than the median hourly wage for the Commonwealth for all occupations as reported, for the preceding year, by the Bureau of Labor Statistics of the U.S. Department of Labor. For the purposes of this section, "low-wage employee" shall not include any employee whose earnings are derived, in whole or in predominant part, from sales commissions, incentives, or bonuses paid to the employee by the employer.

B. No employer shall enter into, enforce, or threaten to enforce a covenant not to compete with any low-wage employee.

C. Nothing in this section shall serve to limit the creation or application of nondisclosure agreements intended to protect the taking, misappropriating, threatening to misappropriate, or sharing of certain information, including trade secrets, as defined in § 59.1-336, and proprietary or confidential information.

D. A low-wage employee may bring a civil action in a court of competent jurisdiction against any former employer or other person that attempts to enforce a covenant not to compete against an employee in violation of this section. An action under this section shall be brought within two years of the later of (i) the date the covenant not to compete was signed, (ii) the date the low-wage employee learns of the covenant not to compete, (iii) the date the employment relationship is terminated, or (iv) the date the employer takes any step to enforce the covenant not to compete. The court shall have jurisdiction to void any covenant not to compete with a low-wage employee and to order all appropriate relief, including enjoining the conduct of any person or employer, ordering payment of liquidated damages, and awarding lost compensation, damages, and reasonable attorney fees and costs. No employer may discharge, threaten, or otherwise discriminate or retaliate against a low-wage employee for bringing a civil action pursuant to this section.

E. Any employer that violates the provisions of subsection B as determined by the Commissioner shall be subject to a civil penalty of \$10,000 for each violation. Civil penalties owed under this subsection shall be paid to the Commissioner for deposit in the general fund.

F. If the court finds a violation of the provisions of this section, the plaintiff shall be entitled to recover reasonable costs, including costs and reasonable fees for expert witnesses, and attorney fees from the former employer or other person who attempts to enforce a covenant not to compete against such plaintiff.

G. Every employer shall post a copy of this section or a summary approved by the Department in the same location where other employee notices required by state or federal law are posted. An employer that fails to post a copy of this section or an approved summary of this section shall be issued by the Department a written warning for the first violation, shall be subject to a civil penalty not to exceed \$250 for a second violation, and shall be subject to a civil penalty not to exceed \$1,000 for a third and each subsequent violation as determined by the Commissioner. Civil penalties owed under this subsection shall be paid to the Commissioner for deposit in the general fund.

The Commissioner shall prescribe procedures for the payment of proposed assessments of penalties that are not contested by employers. Such procedures shall include provisions for an employer to consent to abatement of the alleged violation and to pay a proposed penalty or a negotiated sum in lieu of such penalty without admission of any civil liability arising from such alleged violation.

Did you know Virginia has an income tax credit for low-income, working individuals and families?

Could you be eligible?

FIND OUT IF YOU QUALIFY for the Commonwealth of Virginia income tax credit today! Visit the Low Income Individuals Credit page on the Virginia Tax site: www.tax.virginia.gov/low-income-individuals-credit

Two ways to increase your income:
 The Federal Earned Income Tax Credit
 The Virginia Credit for Low Income Individuals

Call the Virginia Department of Taxation at: (804) 786-2992 or (877) PAY-VTAX (877-729-8829) or visit: www.tax.virginia.gov

Ref. Code of Virginia § 40.1-287.8

WORKERS' COMPENSATION NOTICE

The employees of this business are covered by the Virginia Workers' Compensation Act. In case of injury by accident or notice of an occupational disease:

THE EMPLOYEE SHOULD:

- Immediately give notice to the employer, in writing, of the injury or occupational disease and the date of accident or notice of the occupational disease.
- Promptly give to the employer and to the Virginia Workers' Compensation Commission notice of any claim for compensation for the period of disability beyond the seventh day after the accident. In case of fatal injuries, notice must be given by one or more dependents of the deceased or by a person in their behalf.
- In case of failure to reach an agreement with the employer in regard to compensation under the act, file application with the Commission for a hearing within two years of the date of the accidental injury or first communication of the diagnosis of an occupational disease.
- If medical treatment is anticipated for more than two years from the date of the accident and no award has been entered, the employee should file a claim with the Commission within two years from the date of the accident.

NOTE: The employer's report of accident is not the filing of a claim for the employee.

THE EMPLOYER SHOULD:

- At the time of the accident, give the employee the names of at least three physicians from which the employee may select the treating physician.
- Report the injury to the Commission through your carrier or directly to the Commission.
- Accurately determine the employee's average weekly wage, including overtime, meals, uniforms, etc.

Questions may be answered by contacting the Commission. A booklet explaining the Workers' Compensation Act is available without cost from:

THE VIRGINIA WORKERS' COMPENSATION COMMISSION
333 E. Franklin St
Richmond, Virginia 23219
1-877-664-2566
www.workcomp.virginia.gov

Ref: 16 VAC 30-50-80, Rule 7

NOTICE TO WORKERS

Every day many unemployed workers tell us that unemployment insurance is due them "because they have paid for it." This is not true in Virginia. There are no deductions from your paycheck for unemployment insurance. Employers' taxes are deposited in a trust fund from which unemployment insurance benefits are paid. Do not confuse unemployment insurance with Old-Age and Survivors Insurance taxes which both you and your employer contribute.

YOU MAY APPLY FOR UNEMPLOYMENT INSURANCE BENEFITS IF:

- You are totally unemployed, or
- You are working at reduced wages and hours.

IF TOTALLY UNEMPLOYED, ON A TEMPORARY LAYOFF, OR IF WORKING REDUCED HOURS:
The first week you are unemployed, register for work, and file a claim for benefits. You can file your claim online at www.wvc.virginia.gov or by calling our Customer Contact Center at 1-866-832-2363. If you are totally unemployed you must register for work online at www.wvc.virginia.gov.

TO BE ELIGIBLE FOR BENEFITS, THE LAW REQUIRES THAT YOU:

- File a claim with the Virginia Employment Commission.
- Have earned sufficient wages from employers who are subject to the Virginia Unemployment Compensation Act or any other State within your Base Period.
- Must be unemployed through no fault of your own.
- Must be able and available to work and making an active search for work.
- Continue to report as instructed by the Virginia Employment Commission.

You cannot be paid unemployment benefits until you have filed your claim and have met all of the eligibility requirements. To speed payment of benefits, you should file your claim as soon as you become unemployed or your hours are reduced. If you have any questions about your rights and responsibilities under the Virginia Unemployment Compensation Act, visit our website, www.wvc.virginia.gov or call our Customer Contact Center at 1-866-832-2363.

THE LAW REQUIRES EMPLOYERS TO POST THIS NOTICE IN A PLACE VISIBLE TO ALL WORKERS.

Auxiliary aids and services are available upon request to individuals with disabilities.

This notice is available in Spanish. Direct requests to:
Employer Accounts Unit
PO Box 1358
Richmond, VA 23218-1358
VEC B-29 (4/15)

Ref: Va. Code Ann. §60.2-106

EMERGENCY NUMBERS CALL 911

POLICE: _____
AMBULANCE: _____
PHYSICIAN: _____
HOSPITAL: _____
FIRE DEPARTMENT: _____
POISON CONTROL: _____
OSHA: _____

PAY DAY NOTICE

PAY DAY IS ON:

<input type="checkbox"/> MONDAY	<input type="checkbox"/> FRIDAY
<input type="checkbox"/> TUESDAY	<input type="checkbox"/> SATURDAY
<input type="checkbox"/> WEDNESDAY	<input type="checkbox"/> SUNDAY
<input type="checkbox"/> THURSDAY	

PAY SCHEDULE IS:

<input type="checkbox"/> WEEKLY	<input type="checkbox"/> SEMI MONTHLY
<input type="checkbox"/> BIWEEKLY	<input type="checkbox"/> MONTHLY
<input type="checkbox"/>	

PAYCHECKS ARE ISSUED ON THE: _____ **AND** _____ **OF THE MONTH**

AT: _____
TIME: _____

Equal Employment Opportunity is THE LAW

Private Employers, State and Local Governments, Educational Institutions, Employment Agencies and Labor Organizations
Applicants and employees of these organizations are protected under Federal laws that prohibit employment discrimination on the following basis:

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 employment.

INDIVIDUALS WITH DISABILITIES
Section 504 of the Rehabilitation Act of 1973, as amended, prohibits qualified individuals 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 accommodations 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 504 also requires the federal contractors who discriminate in action to employ and advance in employment disabled persons, except as necessary to meet essential job functions.

DISABLED, RECENTLY SEPARATED, OTHER PROTECTED, AND ARMED FORCES SERVICE MEMBER VETERANS
The Vietnam Era Veterans Readjustment Benefits Act of 1974, as amended, prohibits employment discrimination on the basis of disability in any program or activity that receives Federal financial assistance. This includes the provision of Federal contracts and subcontracts. The Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, 200 Constitution Avenue, N.W., Washington, D.C. 20530, (800) 367-8231, (202) 512-2200 or (202) 512-2204 may be contacted for a copy of OFCCP Handbook for the Uniformed Services University of the Health Sciences (USUHS) and its contractors. U.S. Department of Labor, OFCCP regional or district office, located in your nearest metropolitan area.

RACE, COLOR, NATIONAL ORIGIN, SEX
In addition to the provisions of Title VII of the Civil Rights Act of 1964, as amended, Title VII 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 VII if the primary objective of the financial assistance is provision of employment, or when employment discrimination cases or any case discrimination in providing services under such programs. Title VII of the Education Amendments of 1972 prohibits employment discrimination on the basis of race or national origin in programs or activities which receive Federal financial assistance.

INDIVIDUALS 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 that receives Federal financial assistance. Disability is prohibited in all aspects of employment except as necessary to meet essential job functions which are directly related to the normal functions of the job.

If you believe you have been discriminated against in a program of any institution which receives Federal financial assistance, you should immediately contact the Federal agency providing such assistance.

EOC-90-1 (Revised 1/89)

Compliance Poster Company™

© 2019 COMPLIANCE POSTER COMPANY™. ALL RIGHTS RESERVED.

TO REORDER CALL: 1-800-817-7678
WWW.COMPLIANCEPOSTER.COM