

The Division of Labor Standards Enforcement believes that the sample posting below meets the requirements of Labor Code Section 1102(B). This document must be printed to 8.5 x 14 inch paper with margins no larger than one-half inch in order to conform to the statutory requirement that the lettering be larger than size 14 point type.

WHISTLEBLOWERS ARE PROTECTED

It is the public policy of the State of California to encourage employees to notify an appropriate government or law enforcement agency, person with authority over the employee, or another employee with authority to investigate, discover, or correct the violation or noncompliance, and to provide information to and testify before a public body conducting an investigation, hearing or inquiry, when they have reason to believe their employer is violating a state or federal statute, or violating or not complying with a local, state or federal rule or regulation.

Who is protected?
Pursuant to California Labor Code Section 1102.5, employees are the protected class of individuals. "Employee" means any person employed by an employer, private or public, including, but not limited to, individuals employed by the state or any subdivision thereof, any county, city, city and county, including any charter city or county, and any school district, community college district, municipal or public corporation, political subdivision, or the University of California. [California Labor Code Section 1106]

What is a whistleblower?
A "whistleblower" is an employee who discloses information to a government or law enforcement agency, person with authority over the employee, or to another employee with authority to investigate, discover, or correct the violation or noncompliance, or who provides information to or testifies before a public body conducting an investigation, hearing or inquiry, when the employee has reasonable cause to believe that the information discloses:

1. A violation of a state or federal statute,
2. A violation or noncompliance with a local, state or federal rule or regulation, or
3. With reference to employee safety or health, unsafe working conditions or work practices in the employee's employment or place of employment.

A whistleblower can also be an employee who refuses to participate in an activity that would result in a violation of a state or federal statute, or a violation or noncompliance with a local, state or federal rule or regulation.

- What protections are afforded to whistleblowers?**
1. An employer may not make, adopt, or enforce any rule, regulation, or policy preventing an employee from being a whistleblower.
 2. An employer may not retaliate against an employee who is a whistleblower.
 3. An employer may not retaliate against an employee for refusing to participate in an activity that would result in a violation of a state or federal statute, or a violation or noncompliance with a state or federal rule or regulation.
 4. An employer may not retaliate against an employee for having exercised his or her rights as a whistleblower in any former employment.

Under California Labor Code Section 1102.5, if an employer retaliates against a whistleblower, the employer may be required to reinstate the employee's employment and work benefits, pay lost wages, and take other steps necessary to comply with the law.

How to report improper acts
If you have information regarding possible violations of state or federal statutes, rules, or regulations, or violations of fiduciary responsibility by a corporation or limited liability company to its shareholders, investors, or employees, call the California State Attorney General's Whistleblower Hotline at 1-800-952-5225. The Attorney General will refer your call to the appropriate government authority for review and possible investigation.

HEALTHY WORKPLACES/HEALTHY FAMILIES ACT: CALIFORNIA PAID SICK LEAVE (as amended effective 1/1/2024)

- Entitlement:**
- An employee who, on or after July 1, 2015, works in California for 30 or more days within a year from the beginning of employment is entitled to paid sick leave.
 - Paid sick leave accrues at the rate of one hour per every 30 hours worked, paid at the employee's regular wage rate. Accrual shall begin on the first day of employment or July 1, 2015, whichever is later. Accrued paid sick leave shall carry over to the following year of employment and may be capped at 80 hours or 10 days.
 - An employer can also provide 5 days or 40 hours, whichever is greater, of paid sick leave "up-front" at the beginning of a 12-month period. No accrual or carry over is required.
- Usage:**
- An employee may use paid sick days beginning on the 90th day of employment.
 - An employer shall provide paid sick days upon the oral or written request of an employee for themselves or a family member for the diagnosis, care or treatment of an existing health condition or preventive care, or specified purposes for an employee who is a victim of domestic violence, sexual assault, or stalking.
 - An employer may limit the use of paid sick days to 40 hours or five days, whichever is greater, in each year of employment.

Retaliation or discrimination against an employee who requests paid sick days or uses paid sick days or both is prohibited. An employee can file a complaint with the Labor Commissioner against an employer who retaliates or discriminates against the employee.

For additional information you may contact your employer or the local office of the Labor Commissioner. Locate the office by looking at the list of offices on our website <http://www.dir.ca.gov/dlse/DistrictOffices.htm> using the alphabetical listing of cities, locations, and communities. Staff is available in person and by telephone.

DLSE Paid Sick Leave Posting
11/2023

Notice to Employees

Your employer is registered with and reporting wages to the Employment Development Department (EDD) as required by law. Wages are used for the following benefit programs, which are available to you.

Unemployment Insurance

Provides partial wage replacement when you are unemployed or your hours are reduced due to loss of your job. You must meet all eligibility requirements to receive unemployment benefits.

Who is protected?
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Disability Insurance

Provides partial wage replacement when you are unable to work because of a non-work-related illness, injury, pregnancy, or disability. You must meet all eligibility requirements to receive disability benefits.

Paid Family Leave

Provides partial wage replacement when you need to take time off work to:

- Care for a seriously ill family member.
- Bond with a new child.
- Participate in a qualifying event because of a family member's military deployment to a foreign country.

Additional Information

Note: Some employees may be exempt from coverage by the above programs. It is illegal to make a retaliatory complaint or to withheld facts to claim benefits. For additional information, visit the EDD (edd.ca.gov).

NOTICE TO EMPLOYEES UNEMPLOYMENT INSURANCE BENEFITS

This employee is registered under the California Unemployment Insurance Code and is reporting wages to the Employment Development Department (EDD) as required by law. Wages are used for the following benefit programs, which are available to you.

Unemployment Insurance

Provides partial wage replacement when you are unemployed or your hours are reduced due to loss of your job. You must meet all eligibility requirements to receive unemployment benefits.

Disability Insurance

Provides partial wage replacement when you are unable to work because of a non-work-related illness, injury, pregnancy, or disability. You must meet all eligibility requirements to receive disability benefits.

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Sexual Harassment: Notice to Employers/Employees

Employers in California are required to disclose the "Sexual Harassment Prevention: The Facts About Sexual Harassment" to employees. The document must be distributed, printed and stored until the resignation. The document is available at <http://www.dir.ca.gov/dlse/sexual-harassment-notice-11-22-2022-08.html>.

FOR MORE INFORMATION:
Department of Fair Employment and Housing
1615 Market Street, Suite 1000, San Francisco, CA 94102
Telephone: (415) 773-3233
Website: www.dir.ca.gov

YOUR RIGHTS AND OBLIGATIONS AS A PREGNANT EMPLOYEE

IF YOU ARE PREGNANT, HAVE A PREGNANCY-RELATED MEDICAL CONDITION, OR ARE RECEIVING FROM CIVIL RIGHTS, PLEASE READ THIS NOTICE.

YOUR EMPLOYER HAS AN OBLIGATION TO:

- Reasonably accommodate your health condition and pregnancy-related medical condition, unless doing so would impose an undue hardship on your business.
- Provide you with a safe and healthful work environment free from pregnancy-related discrimination, harassment, or retaliation.
- Provide you with a safe and healthful work environment free from pregnancy-related discrimination, harassment, or retaliation.

FOR PREGNANT DISABILITY LEAVE

• If you are a pregnant employee, you are entitled to up to 4 weeks of paid disability leave for pregnancy-related conditions, unless doing so would impose an undue hardship on your business.

TO FILE A COMPLAINT

• If you believe you have been discriminated against, you should file a complaint with the Civil Rights Department.

FAMILY CARE & MEDICAL LEAVE & PREGNANCY DISABILITY LEAVE

Family Care Leave: An employee who is the parent, spouse, or partner of a person with a health condition that requires the employee's care is entitled to up to 5 days of paid family care leave.

Medical Leave:

An employee who is the parent, spouse, or partner of a person with a health condition that requires the employee's care is entitled to up to 10 days of paid medical leave.

Disability Leave:

An employee who is unable to work because of a non-work-related illness, injury, pregnancy, or disability is entitled to up to 4 weeks of paid disability leave.

THE RIGHTS OF EMPLOYEES WHO ARE TRANSGENDER OR GENDER NONCONFORMING

California Labor Code Section 1102.5.1 states that an employer may not discriminate against an employee on the basis of the employee's gender or gender expression.

TERMS YOU NEED TO KNOW

1. Gender expression: A person's gender expression is the way that person communicates and presents their gender to others.

2. Gender identity:

A person's gender identity is the person's internal sense of their gender, which may or may not be expressed outwardly.

3. Gender nonconformity:

A person is gender nonconforming if their gender identity or expression does not conform to societal expectations of what a man or a woman should be.

SAFETY AND HEALTH PROTECTION ON THE JOB

California law provides workers safety and health protection for workers through regulations enforced by the Division of Occupational Safety and Health (Cal/OSHA). This poster explains some basic requirements and provides information to help you understand your rights as a worker.

WHAT AN EMPLOYER MUST DO:

• Provide a safe and healthful work environment free from recognized and preventable hazards.

WHEN CAL/OSHA COULD STOP THE WORKPLACE:

• If a Cal/OSHA safety engineer or inspector believes that a workplace is unsafe, they may stop work until the hazards are corrected.

WHAT AN EMPLOYER MUST NOT DO:

• Retaliate against an employee for exercising their rights under the California Occupational Safety and Health Act.

ADDITIONAL INFORMATION:

• For more information on safety and health protection, visit the Cal/OSHA website at www.dir.ca.gov/dosh.

DISCRIMINATION & HARASSMENT

The California Civil Rights Department (CCRD) enforces laws that protect you from legal discrimination and harassment in employment based on your actual or perceived:

- ANCESTRY
- AGE (18 and above)
- COLOR
- DISABILITY (physical, developmental, mental)
- GENDER
- GENDER EXPRESSION
- GENETIC INFORMATION
- MARITAL STATUS
- MEDICAL CONDITION (genetic characteristics, cancer, or a record of history of cancer)
- NATIONAL ORIGIN
- PREGNANCY, CHILDREN, OR PREGNANT STATUS
- RACE (includes hair texture and hair type)
- RELIGION (includes religious dress and grooming practices)
- REPRODUCTION (childbearing, childbearing plans)
- SEXUAL ORIENTATION AND GENDER IDENTIFICATION
- SEXUAL CHARACTERISTICS
- SEXUAL ORIENTATION AND GENDER IDENTIFICATION
- SEXUAL CHARACTERISTICS

REMEDYING/A COMPLAINT

1. The law prohibits retaliation against an employee for exercising their rights under the California Civil Rights Act.

TO FILE A COMPLAINT

• If you believe you have been discriminated against, you should file a complaint with the Civil Rights Department.

EMERGENCY

AMBUULANCE:
FIRE - RESCUE:
HOSPITAL:
PHYSICIAN:

PAYDAY NOTICE

REGULAR PAYDAYS FOR EMPLOYEES OF
(FIRM NAME)
SHALL BE AS FOLLOWS:

THIS IS IN ACCORDANCE WITH SECTIONS 204, 204A, 204B, 205, AND 205.5 OF THE CALIFORNIA LABOR CODE

PLEASE POST

BY
POLICE:
TITLE

CAL/OSHA: STATE OF CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS

CALIFORNIA

CALIFORNIA LAW PROHIBITS WORKPLACE DISCRIMINATION & HARASSMENT

The California Civil Rights Department (CCRD) enforces laws that protect you from legal discrimination and harassment in employment based on your actual or perceived:

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California Minimum Wage

Effective January 1, 2024 Minimum Wage: \$16.00 per hour
Effective January 1, 2023 Minimum Wage: \$15.00 per hour

PREVIOUS YEARS

Effective Date	Employers with 25 or fewer Employees	Employers with 26 or more Employees
January 1, 2024	\$16.00	\$16.00
January 1, 2023	\$15.00	\$15.00

1. APPLICABILITY

The provisions of this Order shall not apply to outside salespersons and outside sales staff who are paid on a commission basis, or to other employees who are paid on a commission basis and who are not subject to the minimum wage requirements of this Order.

2. EFFECTIVE DATE

The minimum wage shall be effective on January 1, 2024, for all employees covered by this Order.

3. HEALTH AND LOADING CREDIT - TABLE

When credit for health or loading is used to meet part of the employer's minimum wage obligation, the minimum wage shall be reduced by the amount of the credit.

Notice to Employers / Employees

The Posting is for Informational Purposes Only

STATE OF CALIFORNIA - DEPARTMENT OF INDUSTRIAL RELATIONS Division of Workers' Compensation

Notice to Employees — Injuries Caused by Work

You may be entitled to workers' compensation benefits if you are injured by work. This poster explains what you need to know to get the benefits you are entitled to.

1. YES YOU CAN GET:

• Medical Care: Doctor visits, hospital expenses, physical therapy, etc.

• Disability: Partial wage replacement if you are unable to work due to your injury.

• Death Benefits: If you are injured by work and you die, your family may be entitled to death benefits.

• Vocational Rehabilitation: If you are injured by work and you are unable to return to your previous job, you may be entitled to vocational rehabilitation.

2. NO YOU CANNOT GET:

• Punitive Damages: Workers' compensation is not a punitive remedy.

3. YOU MAY BE ELIGIBLE FOR:

• Unemployment Insurance: If you are unable to work due to your injury, you may be eligible for unemployment insurance.

4. YOU SHOULD KNOW:

• You must report your injury to your employer as soon as possible.