

INDIANA



LABOR LAW POSTINGS

English and Spanish

Indiana Labor Law Postings (English and Spanish)

Thank you for using GovDocs! This file contains the following state postings:

Name of Posting	Posting Code	Posting Requirements	Agency Responsible
Workers' Compensation	LIN01	All employers subject to the Workers' Compensation Act	Worker's Compensation Board
Workers' Compensation (Spanish*)	LIN07	All employers subject to the Workers' Compensation Act	Worker's Compensation Board
Teen Worker Hour Restrictions	LIN02	All employers who employ youth under 18	Bureau of Child Labor
Minimum Wage and Overtime	LIN03	All employers with an annual gross income of less than \$500,000 and no out-of-state business.	Department of Labor
Safety & Health Protection on the Job	LIN04	All employers, except sole proprietorships	Department of Labor
Equal Employment Opportunity	LIN05	All employers with 15 or more employees	Equal Employment Opportunity Commission
Equal Employment Opportunity (Spanish*)	LIN08	All employers with 15 or more employees	Equal Employment Opportunity Commission
Workforce Development Act	LIN06	All employers	Department of Workforce Development
Workforce Development Act (Spanish*)	LIN09	All employers	Department of Workforce Development
Fair Housing Is The Law	LIN10	All business engaged in the sale or rental of real property	Civil Rights Commission
Fair Housing Is The Law (Spanish*)	LIN11	All business engaged in the sale or rental of real property	Civil Rights Commission
No Smoking At Building Entrance	LIN12	To be posted at all public entrances of enclosed public places and places of employment.	Alcohol & Tobacco Commission
Smoking Prohibited by State Law	LIN13	To be posted in a minimum of two conspicuous locations	Alcohol & Tobacco Commission
Smoking Is Prohibited In This Restaurant	LIN14	Required for all restaurants at each entrance	Alcohol & Tobacco Commission
Safety & Health Protection on the Job (Spanish*)	LIN15	All employers, except sole proprietorships	Department of Labor
E-Verify	LIN16	Required for state and local governments and their contractors	Department of Homeland Security
E-Verify (Spanish)	LIN17	Required for state and local governments and their contractors	Department of Homeland Security
Right to Work	LIN18	Required for state and local governments and their contractors	Department of Justice
Right to Work (Spanish)	LIN19	Required for state and local governments and their contractors	Department of Justice
Smoking Permitted	LIN20	Required where smoking permitted	Alcohol & Tobacco Commission
Human Trafficking	LIN21	Required for retailers who provide adult entertainment. Posters to be displayed in at least two of the following places: the office of the manager of the premises, the locker room used by performers or other employees, the break room used by performers or other employees	Alcohol & Tobacco Commission

*While they are not required, Spanish versions are recommended for employers of Spanish-speaking workers.

To Print and Post:

This file is print ready, according to size requirements from the issuing agency. To ensure compliance, print all postings as provided. Postings requiring different paper size and/or color print are noted below as exceptions. Please note: In some cases, individual postings are set up to print on multiple pages.

- 1.) This file is formatted to print each of the postings listed above on 8.5"x11" paper. For multiple-page postings, we recommend taping the pages together before displaying.
- 2.) Review each posting and its requirements carefully to check for applicability to your business.
- 3.) Postings applicable to your business should be made accessible to all employees (common display locations include an employee lounge, a break room, or a cafeteria).
- 4.) Postings applicable to your business should be made accessible to all employees (common display locations include an employee lounge, a break room, or a cafeteria).

WORKER'S COMPENSATION NOTICE

Your employer is required to provide for payment of benefits under the Worker's Compensation Act of the State of Indiana.

Any employee who is injured while at work should report the injury immediately to their supervisor, employer, or designated representative.

The worker's compensation insurance carrier or the administrator for

_____	is:	_____
(name of company)		(name of insurance carrier or administrator)

(name of carrier/administrator)		

(mailing address)		

(city, state, zip)		

(telephone number)		

(contact person)		

For more information about rights or procedures under the Indiana Worker's Compensation system, call or write:

**Worker's Compensation Board of Indiana
Ombudsmen Division
402 W. Washington St., Rm W196
Indianapolis, IN 46204
(317) 232-3808
1-800-824-2667**

Indiana Worker's Compensation Board 04/21/05

NOTICIA DE COMPENSACION PARA TRABAJADORES

A su empleador le es requerido proveer para pagos de beneficios bajo el Acta de Compensación para Trabajadores del Estado de Indiana.

Cualquier empleado que sea lesionado mientras esté trabajando debe reportar el accidente laboral inmediatamente a su supervisor, empleador o representante designado.

La compañía de seguro de compensación del trabajador o el administrador de la compañía _____ es:

(nombre de la compañía)

(nombre de la compañía de seguro/administrador)

(dirección)

(ciudad, estado, código postal)

(número de teléfono)

(persona de contacto)

Para más información acerca de sus derechos o los procedimientos bajo el sistema de compensación para trabajadores de Indiana, llame o escriba a:

Worker's Compensation Board of Indiana
Ombudsmen Division
402 W. Washington St., Rm W196
Indianapolis, IN 46204
(317) 232-3808
1-800-824-2667

Teen Work Hour Restrictions

Employers of minors who are 14, 15, 16 or 17 years of age are required by law to post the maximum number of hours that minors may be permitted to work in each day of the week. The information must be posted in a conspicuous place or in places where notices are customarily posted. For additional copies of this poster or for further information, please visit www.in.gov/dol/childlabor.htm.

14 and 15 year olds

Your work permit allows you to work

- 3 hours per school day
- 18 hours per school week
- 8 hours per non-school day
- 40 hours per non-school week

- No work before 7:00 a.m. or after 7:00 p.m.
 - Between June 1 and Labor Day you may work until 9:00 p.m.

16 year olds

Your work permit allows you to work

- 8 hours per day
- 30 hours per school week
- 40 hours per non-school week
- No more than 6 days per week
- Not before 6:00 a.m.
- Until 10:00 p.m.

With parental permission you may work

- 9 hours per day
- 40 hours per school week
- 48 hours per non-school week
- Until 11:00 p.m. on nights followed by a school day
- Until 12:00 a.m. on nights not followed by a school day

17 year olds

Your work permit allows you to work

- 8 hours per day
- 30 hours per school week
- 40 hours per non-school week
- No more than 6 days per week
- Not before 6:00 a.m. on school days
- Until 10:00 p.m. on nights followed by a school day
- No restricted end time on days not followed by a school day

With parental permission you may work

- 9 hours per day
- 40 hours per school week
- 48 hours per non-school week
- Until 11:30 p.m. on nights followed by a school day, or
- Until 1:00 a.m. on nights followed by a school day
 - No more than twice/week; not consecutively

Breaks Requirements For Minors

Workers under the age of 18 who work 6.0 hours or more are required to take 30 minutes of documented breaks. The minor may take two 15 minute breaks or one 30 minute break.

Breaks must total 30 minutes or more, but never less.

Working Before 6:00 a.m. Or After 10:00 p.m.

Workers under the age of 18 must be accompanied by a co-worker who is at least 18 years of age when working before 6:00 a.m. or after 10:00 p.m. in an establishment that is open to the public

Working During School Hours

14 and 15 year olds may not work on a school day after 7:30 a.m. and before 3:30 p.m. 16 and 17 year olds may not work during school hours unless they have documented school permission.

Graduates/Withdrawn From School

16 and 17 year olds who have graduated or withdrawn from high school may work unlimited hours. Documentation must be in personnel files.



Indiana Department of Labor / Bureau of Child Labor
402 West Washington Street, Room W195, Indianapolis, Indiana 46204
Phone: (317) 232-2655 • Fax: (317) 233-3790 • TT Voice: 1-800-743-3333
E-Mail: childlabor@dol.in.gov • Web: www.in.gov/dol/childlabor.htm



Indiana Minimum Wage Law

\$7.25 per hour effective July 24, 2009

Indiana law requires this poster to be displayed in a conspicuous place in the area where employees are employed.

Most Indiana employers and employees are covered by the minimum wage and overtime provisions of the federal Fair Labor Standards Act (FLSA); however those not covered under federal law may still be covered by the Indiana Minimum Wage Law.

Both the federal and Indiana state minimum wage will increase from \$6.55 per hour to \$7.25 per hour, effective July 24, 2009.

The Indiana Minimum Wage Law generally requires employers to pay employees at least the minimum wage for all hours worked and to pay employees 1 ½ times their regular rate of pay ("Overtime compensation") when employees work more than forty (40) hours during a work week. However, there are many exceptions to the overtime pay requirement. Most of those exceptions can be found at Indiana Code § 22-2-2-3 (a) – (p).

Indiana law requires every employer subject to the Indiana Minimum Wage Law to furnish each employee a statement of the hours worked by the employee, the wages paid to the employee, and a listing of the deductions made. The Indiana Minimum Wage Law also prohibits pay discrimination on the basis of sex.

Tipped Employees

Generally, employers must pay tipped employees at least \$2.13 per hour if the employer claims a tip credit. If the employee's tips combined with the hourly wage do not equal the minimum wage, the employer must make up the difference.

Training Wage

Indiana employers may pay \$4.25 per hour to employees under 20 years of age for the first 90 consecutive calendar days after the employee is initially employed by the employer.

Violations

Indiana law provides for both civil and criminal penalties for violation of the Indiana Minimum Wage Law.

For Additional Information

For additional information, please contact the Indiana Department of Labor's Wage and Hour Division by email at wagehour@dol.in.gov or phone (317) 232-2655.



SAFETY AND HEALTH PROTECTION ON THE JOB

INTRODUCTION:

The intent of the Indiana Occupational Safety and Health Act of 1974, Indiana Code 22-8-1.1, is to assure, so far as possible, safe and healthful working conditions for the workers in the State.

The Indiana Department of Labor has primary responsibility for administering and enforcing the Act and the safety and health standards promulgated under its provisions.

Requirements of the Act include the following:

EMPLOYERS:

Each employer shall establish and maintain conditions of work which are reasonably safe and healthful for employees and free from recognized hazards that are causing or likely to cause death or serious physical harm to employees. The Act further requires that employers comply with the Occupational Safety and Health Standards, Rules and Regulations.

EMPLOYEES:

All employees shall comply with Occupational Safety and Health Standards and all rules, regulations, and orders issued under the Act, which are applicable to their own actions and conduct.

INSPECTION:

The Act requires that an opportunity be provided for employees and their representatives to bring possible safety and health violations to the attention of the Department of Labor inspector in order to aid the inspection. This requirement may be fulfilled by allowing a representative of the employees and a representative of the employer to accompany the inspector during inspection. Where there is no employee representative, the inspector shall consult with a reasonable number of employees.

COMPLAINT:

Employees have the right to file a complaint with the Department

it is made safe and required safeguards are provided or 3 days, whichever is longer.

PROPOSED PENALTIES:

The Act provides for CIVIL penalties of not more than \$7,000 for each serious violation and for CIVIL penalties of up to \$7,000 for each non-serious violation. Any employer who fails to correct a violation within the prescribed abatement period may be assessed a CIVIL penalty of not more than \$7,000 for each day beyond the abatement date during which such violation continues. Also, any employer who knowingly or repeatedly violates the Act may be assessed CIVIL penalties of not more than \$70,000 for each violation. A minimum penalty of \$5,000 may be imposed for each knowing violation. A violation of posting requirements can bring a penalty of up to \$7,000.

VOLUNTARY ACTIVITY:

The Act encourages efforts by labor and management, before the Department of Labor inspections, to reduce injuries and illnesses arising out of employment.

The Act encourages employers and employees to reduce workplace hazards voluntarily and to develop and improve safety and health programs in all workplaces and industries.

Such cooperative action would initially focus on the identification and elimination of hazards that could cause death, injury, or illness to employees and supervisors.

The Act provides a consultation service to assist in voluntary compliance and give recommendations for the abatement of cited violations. This service is available upon a written request from the employer to INSafe. Telephone Number (317) 232-2688.

of Labor. There shall be an inspection where reasonable grounds exist for the Department of Labor to believe there may be a hazard. Unless permission is given by the employees complaining to release their names, they will be withheld from the employer. Telephone Number (317) 232-2693.

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The Act provides that no employer shall discharge, suspend, or otherwise discriminate in terms of conditions of employment against any employees for their failure or refusal to engage in unsafe practices or for filing a complaint, testifying, or otherwise acting to exercise their rights under the Act.

Employees who believe they have been discriminated against may file a complaint with the Department of Labor within 30 days of the alleged discrimination. Please note that extensions of the 30-day filing requirement may be granted under certain special circumstances, such as where the employer has concealed or misled the employee regarding the grounds for discharge. However, a grievance-arbitration proceeding, which is pending, would not be considered justification for an extension of the 30-day filing period. The Commissioner of Labor shall investigate said complaint and upon finding discrimination in violation of the Act, shall order the employer to provide necessary relief to the employees. This relief may include rehiring, reinstatement to the job with back pay and restoration of seniority.

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All employees are also afforded protection from discrimination under the Federal Occupational Safety and Health Act and may file a complaint with the U.S. Secretary of Labor within 30 days of the alleged discrimination.

VIOLATION NOTICE:

When an alleged violation of any provision of the Act has occurred, the Department of Labor shall promptly issue a written order to the employer, who shall be required to post it prominently at or near the place where the alleged violation occurred until

COVERAGE:

The Act does not cover those hired for domestic service in or about a private home and those covered by a federal agency. Those exempted from the Act's coverage include employees in maritime services, who are covered by the U.S. Department of Labor, and employees in atomic energy activities who are covered by the Atomic Energy Commission.

NOTE:

Under a plan approved March 6, 1974, by the U.S. Department of Labor, Occupational Safety and Health Administration (OSHA), the State of Indiana is providing job safety and health protection for workers throughout the State. OSHA will monitor the operation of this plan to assure that continued approval is merited. Any person may make a complaint regarding the State administration of this plan directly to the OSHA Regional Office, Regional Administrator, Region V, U.S. Department of Labor, Occupational Safety and Health Administration, 230 South Dearborn Street, Chicago, Illinois 60604, Telephone Number (312) 353-2220.

MORE INFORMATION:

INDIANA DEPARTMENT OF LABOR
402 West Washington Street, Room W195
Indianapolis, Indiana 46204
Telephone: (317) 232-2655
TT/ Voice: (800) 743-3333
Fax: (317) 233-3790
Internet: <http://www.in.gov/dol>



EMPLOYERS: This poster must be displayed prominently in the workplace.



Equal Employment Opportunity is the Law

Applicants to and employees of most private employers, state and local governments, educational institutions, employment agencies and labor organizations with six or more persons are protected under State and Federal law from discrimination on the following bases:

Race | Color | Sex | Disability | Ancestry | Religion | National Origin | Veteran Status

This includes:

Discriminatory hiring, firing, training, discipline, compensation, promotion and other terms or conditions of employment

Denial of equal benefits or privileges

Denying a reasonable accommodation to a qualified individual with a disability or an employee with deeply held religious beliefs

Conducting medical examinations (except in limited circumstances)

Harassing employees because of their membership in a protected class

Retaliating against a person for filing a complaint, testifying at a hearing or assisting in an investigation

Failing to hire an applicant based on their status as a veteran



Contact Us

Indiana Civil Rights Commission
100 North Senate Avenue, Room N103
Indianapolis, IN 46204

Office: (317)232-2600 | Toll Free: (800) 628-2909
Hearing Impaired: (800) 743-3333 | Fax: (317) 232-6580
E-mail: icrc@crc.in.gov | Website: www.in.gov/icrc



La igualdad de oportunidades laborales es Ley

Los candidatos a puestos de trabajo y empleados de la mayoría de los empleadores privados, gobiernos estatales y locales, instituciones educativas, agencias de empleo y organizaciones laborales con una dotación de seis o más personas cuentan con protección legal, a nivel estatal y federal, contra la discriminación por los siguientes motivos:

Raza | Color | Sexo | Discapacidad | Linaje | Religión
Nacionalidad | Condición de Veterano

Esto incluye:

Prácticas discriminatorias de contratación, despido, capacitación, disciplina, remuneración, promoción y otros términos o condiciones de empleo.

Negación de otorgar los mismos beneficios o privilegios

Negación de satisfacer condiciones edilicias especiales razonables para una persona calificada con una discapacidad o a un empleado con profundas creencias religiosas.

Realización de exámenes médicos (excepto en circunstancias limitadas).

Hostigamiento a los empleados por su pertenencia a una clase protegida.

Represalias contra una persona por presentar un reclamo, testificar en una audiencia o colaborar en una investigación.

El no contratar a un aplicante basándose en su condición de veterano.



Contáctenos:

Indiana Civil Rights Commission
100 North Senate Avenue, Room N103
Indianapolis, IN 46204

Oficina: (317)232-2600 | Llamada sin cargo: (800) 628-2909
Personas con problemas auditivos: (800) 743-3333
Fax: (317) 232-6580 | Correo electrónico: icrc@crc.in.gov
Sitio: www.in.gov/icrc



This Business is Subject to Indiana's Unemployment Insurance Laws

If you lose your job or work less than full time, you may be eligible for unemployment insurance benefits. Information is available on-line at **www.in.gov/dwd**. Computers are available at any Indiana WorkOne Center.

No deductions are made from employees' pay for unemployment insurance. This employer pays this tax.

www.in.gov/dwd | **1-800-891-6499**



Esta Empresa es Sujeta a las Leyes de Indiana de Seguro de Desempleo

Si usted pierde su empleo o trabaja menos de tiempo completo, descubra si usted puede ser elegible para el seguro de desempleo reportandose inmediatamente a la oficina más cercana de Indiana Desarrollo De Labor.

Para solicitar beneficios, por favor traiga su tarjeta de Seguro Social, el nombre y la dirección correcta de su patrón más reciente.

No se hace ningunas deducciones de el pago de los empleados de parte del seguro de desempleo. Este patrón paga este impuesto. Si usted tiene más preguntas sobre este programa, pongase en contacto con el departamento de Indiana Desarrollo De Labor, Avenida Del Norte Del Senado 10, Indianapolis, IN 46204. Teléfono: 1-800-891-6499.

www.in.gov/dwd

| 1-800-891-6499



Fair Housing is the Law

The Indiana Fair Housing Act (IFHA) makes it illegal to discriminate in the provision of housing and housing-related transactions based on:

Race | Color | Sex | Disability | Religion
National Origin | Familial Status (*having children under 18*)

This includes:

Rental or purchase of a dwelling

Purchase of vacant land intended for housing

Provision of loans for purchase or improvement of housing

Advertisement and marketing of housing

Provision of homeowners or renters insurance

Appraisal of property

Membership in real estate associations or brokerage services

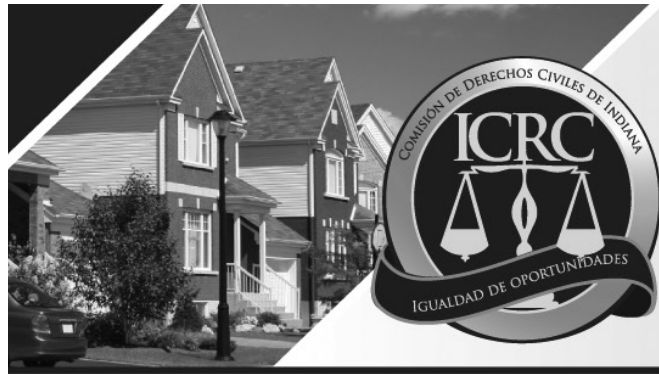
Denial of reasonable accommodation/
modification for persons with a disability



Contact Us

Indiana Civil Rights Commission
100 North Senate Avenue, Room N103
Indianapolis, IN 46204

Office: (317) 232-2600 | Toll Free: (800) 628-2909
Hearing Impaired: (800) 743-3333 | Fax: (317) 232-6580
E-mail: icrc@crc.in.gov | Website: www.in.gov/icrc



La igualdad de oportunidades de vivienda es Ley

La Ley de Igualdad de Oportunidades de Vivienda de Indiana (IFHA) dispone que es ilegal discriminar en materia de provisión de vivienda y ejecución de operaciones relacionadas en razón de:

Raza | Color | Sexo | Discapacidad | Religión | Nacionalidad
Situación familiar (tener hijos menores de 18 años)

Esto incluye:

Alquiler o compra de viviendas.

Compra de terrenos baldíos destinados a vivienda.

Concesión de préstamos para la compra o mejora de viviendas.

Publicidad y comercialización de viviendas.

Provisión de seguro para propietarios o inquilinos.

Tasación de propiedades.

Pertenencia a asociaciones de bienes raíces o servicios de corretaje.

Negación de cumplir con condiciones o modificaciones edilicias razonables para personas con discapacidad.



Contáctenos:

Indiana Civil Rights Commission
100 North Senate Avenue, Room N103
Indianapolis, IN 46204

Oficina: (317)232-2600 | Llamada sin cargo: (800) 628-2909
Personas con problemas auditivos: (800) 743-3333
Fax: (317) 232-6580 | Correo electrónico: icrc@crc.in.gov
Sitio: www.in.gov/icrc

State Law Prohibits Smoking Within 8 Feet Of This Entrance



This sign is in compliance with Indiana State law. — Indiana Alcohol & Tobacco Commission 2012

Smoking Is Prohibited By State Law



This sign is in compliance with Indiana state law. — Indiana Alcohol & Tobacco Commission 2012

LIN13

Smoking Is Prohibited In This Restaurant



This sign is in compliance with Indiana state law. — Indiana Alcohol & Tobacco Commission 2012

LIN14

PROTECCIÓN DE LA SALUD Y LA SEGURIDAD EN EL TRABAJO

INTRODUCCIÓN:

La intención de la Ley de 1974 de Seguridad y Salud Ocupacional del Estado de Indiana, Código de Indiana 22-8-1.1, es asegurar, en la medida de lo posible, condiciones seguras y saludables para los trabajadores del Estado.

El Departamento de Indiana del Trabajo tiene como responsabilidad primaria administrar y hacer cumplir la Ley y los estándares de seguridad y de la salud promulgados bajo sus disposiciones. Los requisitos la Ley incluyen los siguientes detalles:

PATRONES:

Cada patrón debe establecer y mantener condiciones de trabajo que sean razonablemente seguras y saludables para los empleados y libres de riesgos reconocidos que causen o puedan causar deceso o daño físico grave a sus empleados. Además la Ley requiere que los patrones cumplan con las Normas, Reglamentos y Reglas de Seguridad y Salud Ocupacional.

EMPLEADOS:

Cada empleado deberá cumplir con todas las normas, reglas, reglamentos y disposiciones de seguridad y salud ocupacional, publicadas conforme a la Ley que apliquen a sus propias acciones y conducta en el trabajo.

INSPECCIÓN:

La Ley exige que se les dé la oportunidad a los empleados y a sus representantes, que denuncien posibles violaciones en la seguridad y salud ante el inspector del Departamento del Trabajo ayudando así en la inspección. Puede cumplirse con este requisito al permitirse que un representante del patrón y un representante de los empleados, puedan acompañar al inspector durante la inspección. Cuando no haya un representante de los empleados, el inspector debe consultar con una cantidad razonable de empleados.

DENUNCIA:

Los empleados tienen el derecho de deponer una denuncia con el

ocurrió la presunta violación, y deberá permanecer visible hasta que sea seguro y se hayan implementado las garantías exigidas o por un período de 3 días; lo que tome más tiempo.

SANCIONES PROPUESTAS:

La Ley estipula sanciones CIVILES a patrones por violaciones severas y no tan severas que oscilan en los US\$ 7,000; siendo este tope para las más severas. A cualquier patrón que no corrija una violación dentro del período prescrito, se le puede estipular una sanción CIVIL de hasta US\$ 7,000 por cada día posterior al vencimiento del plazo. Asimismo, a cualquier patrón que intencional o repetidamente viole la Ley, se le puede asignar sanciones CIVILES de hasta US\$ 70,000 por cada violación. También se puede aplicar una sanción mínima de US\$ 5,000 por cada infracción conocida. Si se transgrede el requerimiento de publicación puede haber una sanción hasta de US\$ 7,000.

ACTIVIDAD VOLUNTARIA:

La Ley fomenta los esfuerzos por parte de trabajadores y la gerencia, antes de una inspección del Departamento del Trabajo, para reducir daños o enfermedades ocasionadas por el trabajo.

La Ley fomenta a los patrones y empleados a reducir voluntariamente los riesgos en el lugar de trabajo y a desarrollar y mejorar los programas de seguridad y salud en todos los lugares de trabajo e industrias.

Tal acción cooperativa se enfocará inicialmente en la identificación y eliminación de riesgos que puedan causar deceso, daños o enfermedades a empleados y supervisores.

La Ley ofrece un servicio de consultoría para ayudar con el cumplimiento voluntario y dar recomendaciones para la extinción de dichas infracciones. Este servicio está disponible siguiendo una petición por escrito por parte del patrón al Departamento de Trabajo con atención dirigida a la agencia de INSafe. Número telefónico (317)233-2688.

Departamento del Trabajo. Habrá una inspección si hay razones suficientes para que el Departamento del Trabajo crea que pueda existir peligro. Los nombres de los empleados que realicen la denuncia serán resguardados, y no públicos ante sus patrones. Número telefónico: (317) 232-2693.

La Ley establece que ningún patrón debe despedir, suspender o discriminar a un empleado, si los mismos realizan una denuncia; testifican o actúan de acuerdo a la ley que protege sus derechos como trabajadores y/o se niegan a trabajar bajo prácticas inseguras o de riesgo para los mismos.

Cualquier empleado que piense que haya sido discriminado puede completar una denuncia ante el Departamento de Trabajo, dentro de un plazo de 30 días de ejercida tal discriminación. Por favor, tenga en cuenta que es posible obtener extensiones al plazo de 30 días bajo ciertas circunstancias especiales; por ejemplo cuando el patrón esconde o engaña al empleado respecto a la razón de su despido. Sin embargo, un procedimiento conciliatorio de arbitraje que está pendiente no se considera una justificación para extender un periodo de extensión de plazo. El Comisario del Trabajo debe investigar dicha denuncia y, de corroborar una discriminación que viole la Ley, deberá ordenar al patrón que establezca una indemnización correspondiente al desagravio padecido por el/los empleados. Esta indemnización puede incluir recontractación, reincorporación al trabajo con sueldo retroactivo y restablecimiento de antigüedad.

La Ley Federal de la Seguridad y Salud Ocupacional ofrece protección a los empleados víctimas de discriminación. Los empleados pueden completar una denuncia ante La Secretaría del Trabajo de los Estados Unidos en un plazo de 30 días a partir de la supuesta discriminación.

NOTIFICACIÓN DE VIOLACIÓN:

Cuando se produzca cualquier violación a las disposiciones de la Ley, el Departamento de Trabajo deberá emitir una orden por escrito al empleador. Este estará obligado a publicar esa nota en un lugar destacado, visible para los trabajadores o cerca del lugar donde



PATRONES: Este póster debe mostrarse visiblemente en el lugar de trabajo.

COBERTURA:

La Ley no ampara a aquellos contratados para servicios domésticos dentro o cerca de un domicilio privado y aquellos amparados por una agencia federal. Aquellos exentos de la cobertura de la Ley incluye a los empleados de servicios marítimos, amparados por el Departamento del Trabajo de los Estados Unidos, y los empleados en actividades relacionadas con la energía atómica que están amparados por la Comisión de la Energía Atómica.

NOTA:

Bajo un plan aprobado el 6 de marzo de 1974 por el Departamento del Trabajo de los Estados Unidos, la Administración de Seguridad y Salud Ocupacional (OSHA, por sus siglas en ingles), del Estado de Indiana ofrece protección de la salud y la seguridad en el trabajo para los trabajadores de todo el Estado. OSHA hará el monitoreo de operación de este plan para asegurar que merezca la aprobación continua. Cualquier persona puede ingresar una denuncia referente a la administración estatal de este plan directamente ante la oficina regional de OSHA. Administrador Regional, Región V, Departamento del Trabajo de los Estados Unidos, Administración de Seguridad y Salud Ocupacional, 230 South Dearborn Street, Chicago, Illinois 60604, Número telefónico (312) 353-2220.

POR MÁS INFORMACIÓN:

Departamento Del Trabajo Del Estado De Indiana
402 West Washington Street, Room W195
Indianapolis, Indiana 46204

Tel: (317) 232-2655
Teletipo/Voz: 1(800) 743-3333
Fax: (317) 233-3790

*IOSHA: Indiana Occupational Safety
and Health Administration

This Organization Participates in E-Verify



This employer will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each new employee's Form I-9 to confirm work authorization.

IMPORTANT: If the Government cannot confirm that you are authorized to work, this employer is required to give you written instructions and an opportunity to contact DHS and/or the SSA before taking adverse action against you, including terminating your employment.

Employers may not use E-Verify to pre-screen job applicants and may not limit or influence the choice of documents you present for use on the Form I-9.

To determine whether Form I-9 documentation is valid, this employer uses E-Verify's photo matching tool to match the photograph appearing on some permanent resident cards, employment authorization cards, and U.S. passports with the official U.S. government photograph. E-Verify also checks data from driver's licenses and identification cards issued by some states.

If you believe that your employer has violated its responsibilities under this program or has discriminated against you during the employment eligibility verification process based upon your national origin or citizenship status, please call the Office of Special Counsel at 800-255-7688, 800-237-2515 (TDD) or at www.justice.gov/crt/osc.

E-Verify Works for Everyone

For more information on E-Verify, please contact DHS:

888-897-7781

www.dhs.gov/E-Verify

NOTICE:

Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States.



E-VERIFY IS A SERVICE OF DHS AND SSA

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Esta organización participa en E-Verify



Este empleador proporcionará a la Administración del Seguro Social (SSA, por sus siglas en inglés) y, de ser necesario, al Departamento de Seguridad Nacional (DHS, por sus siglas en inglés) la información incluida en el Formulario I-9 de todo empleado nuevo con el propósito de confirmar su autorización de trabajo.

IMPORTANTE: Si el gobierno no puede confirmar que usted tiene autorización para trabajar, el empleador debe suministrarle las instrucciones por escrito y darle la oportunidad de ponerse en contacto con DHS o SSA antes de sancionarlo de cualquier forma o finalizar la relación laboral.

Los empleadores no pueden utilizar E-Verify para realizar preselecciones de solicitantes y no pueden limitar ni influenciar la selección de los documentos que usted presente para su inclusión en el Formulario I-9.

Para determinar si los documentos incluidos en el Formulario I-9 son válidos, este empleador utiliza la técnica de comparación fotográfica para comparar la fotografía que aparece en las Tarjetas de Residente Permanente, Tarjetas de Autorización de Empleo y pasaportes de los EE. UU. con la fotografía oficial del gobierno de los EE. UU. Asimismo, E-Verify verifica los datos incluidos en licencias de conducir y tarjetas de identificación emitidas por algunos estados.

Si considera que su empleador ha infringido sus responsabilidades en virtud de este programa o lo ha discriminado durante el proceso de verificación de la elegibilidad de empleo por su origen nacional o estatus de ciudadanía, comuníquese con la Oficina del Consejero Especial llamando al 800-255-7688, 800-237-2515 (para personas con impedimentos auditivos) o visitando www.justice.gov/crt/osc.

E-Verify funciona para todos

Para obtener más información sobre E-Verify, comuníquese con DHS al:

888-897-7781

www.dhs.gov/E-Verify

AVISO:

La ley federal exige a todos los empleadores que **verifiquen la identidad y la elegibilidad de empleo de** todas las personas contratadas en los Estados Unidos.



E-VERIFY IS A SERVICE OF DHS AND SSA

El logotipo y la marca de E-Verify son marcas registradas del Departamento de Seguridad Nacional. Queda estrictamente prohibida la venta comercial de este afiche.

IF YOU HAVE THE RIGHT TO WORK, Don't let anyone take it away.



If you have the legal right to work in the United States, there are laws to protect you against discrimination in the workplace.

You should know that –

- In most cases, employers cannot deny you a job or fire you because of your national origin or citizenship status or refuse to accept your legally acceptable documents.
- Employers cannot reject documents because they have a future expiration date.

- Employers cannot terminate you because of E-Verify without giving you an opportunity to resolve the problem.
- In most cases, employers cannot require you to be a U.S. citizen or a lawful permanent resident.

If any of these things have happened to you, contact the Office of Special Counsel (OSC).

For assistance in your own language:
Phone: 1-800-255-7688 or
(202) 616-5594

For the hearing impaired:
TTY 1-800-237-2515 or
(202) 616-5525

E-mail: oscrcrt@usdoj.gov

Or write to:

U.S. Department of Justice – CRT
Office of Special Counsel – NYA
950 Pennsylvania Ave., NW
Washington, DC 20530

**U.S. Department of Justice Civil Rights
Division**

**Office of Special Counsel for
Immigration-Related Unfair
Employment Practices**



www.justice.gov/crt/about/osc

TECHNICIAN

Trainer/Engineer

NEW TECHNICIAN

TO LINE TECHNICIAN

Usted debe saber que:

- Los empleadores no pueden despedirlo debido a E-Verify, sin darle una oportunidad de resolver el problema.
- En la mayoría de los casos, los empleadores no pueden exigir que usted sea ciudadano estadounidense o residente legal permanente.

Para ayuda en su propio idioma:
Teléfono:
1-800-255-7688 o
202-616-5594

Para las personas con discapacidad
auditiva:
TTY 1-800-237-2515 o
202-616-5525

E-mail: oscrt@usdoj.gov

O escriba a:

Departamento de Justicia de EE.UU.
División de Derechos Civiles

**Oficina del Consejero Especial Para
Prácticas Injustas en el Empleo
Relacionadas a Inmigración**



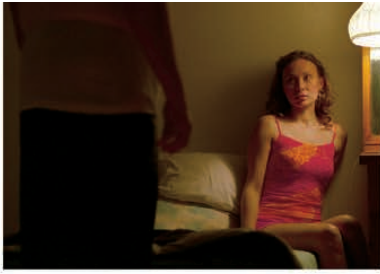
www.justice.gov/crt/about/osc

WARNING

Smoking Is Allowed In This Establishment



This sign is in compliance with Indiana State law. — Indiana Alcohol & Tobacco Commission 2012



NHTRC

NATIONAL
HUMAN TRAFFICKING
RESOURCE CENTER

Human trafficking is modern-day slavery,
and it's happening right here in the United States.

You can help.

1-888-373-7888

CONFIDENTIAL | TOLL-FREE | 24/7

www.TraffickingResourceCenter.org

NHTRC@polarisproject.org

Interpreters available

CALL THE HOTLINE TO:

- ① Get help.
- ② Report a tip.
- ③ Find services.
- ④ Request training and information.

Victims are forced to provide labor or commercial sex in many situations, including the following venues/industries:

SEX TRAFFICKING

Hotel-Based Commercial Sex
Fake Massage Businesses
Street-Based Commercial Sex
Residential Brothels
Truck Stops
Escort Services

LABOR TRAFFICKING

Domestic Work
Agriculture
Travelling Sales Crew
Health & Beauty Services
Restaurants
Construction

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