

Iowa



# LABOR LAW POSTINGS

# Iowa Labor Law Postings

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

Name of Posting	Posting Code	Posting Requirements	Agency Responsible
Unemployment Insurance	LIA01	All employers	Workforce Development
Minimum Wage	LIA02	All employers	Workforce Development Labor Services Division
Minimum Wage (Spanish*)	LIA06	All employers	Workforce Development Labor Services Division
Safety & Health Protection on the Job	LIA03	All employers	Workforce Development Labor Services Division
No Smoking	LIA13	All employers (To be posted at all building entrances)	Dept. of Public Health

\*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.
- 2.) For multiple-page postings, we recommend taping the pages together before displaying.
- 3.) Review each posting and its requirements carefully to check for applicability to your business.
- 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).

# IOWA WORKFORCE DEVELOPMENT

## Unemployment Insurance

If you become unemployed, you may be eligible for unemployment insurance benefits. If you are still employed but working fewer hours than your regular full-time work week and are earning less than your regular full-time wages, you may be entitled to partial benefits.

Unemployment insurance benefits are made possible by taxes paid by this employer. No deductions are made from your paycheck for unemployment insurance.

As soon as you become unemployed, you may file a new unemployment insurance claim using one of the following methods:

1. Go online at [www.iowaworkforce.org](http://www.iowaworkforce.org), click the Online Services pull-down menu, then click File an Unemployment Insurance Claim. This option is available 24 hours a day, seven days a week.
2. Visit the nearest IowaWORKS Center.
3. Visit an IowaWORKS Access Point.
4. Some employers participate in an Iowa Workforce program which enables employers to file an initial claim for a recently separated employee. Check with your employer to determine if they are participating in this program.

Delay in filing an unemployment insurance claim can result in the loss of all or part of the benefits you may be entitled to receive.

For complete information about your unemployment insurance rights and responsibilities, or to register for work and learn more about available work in your area, go to [www.iowaworkforce.org](http://www.iowaworkforce.org) or visit your nearest IowaWORKS Center or an IowaWORKS Access Point.

For the location of the IowaWORKS Center nearest you, call: (800) 562-4692 (Job-Iowa).

### IowaWORKS Center Locations:

Burlington  
Carroll  
Cedar Rapids  
Council Bluffs  
Creston  
Davenport  
Decorah  
Des Moines  
Dubuque  
Fort Dodge  
Fort Madison  
Iowa City  
Marshalltown  
Mason City  
Ottumwa  
Sioux City  
Spencer  
Waterloo  
Webster City

\*IowaWORKS Centers as  
of September 2012.

**For location  
information regarding  
the IowaWORKS Center  
nearest you, call  
1-800-JOB-IOWA or  
1-800-562-4692  
[www.iowaworkforce.org](http://www.iowaworkforce.org)**

# Your Rights Under The Iowa Minimum Wage Law

## Hourly Minimum Wage

# \$7.25

**T**he minimum wage applies to most hourly wage earners employed in Iowa. Most small retail and service establishments grossing less than \$300,000 annually are not required to pay the minimum wage. The majority of supervisory and administrative employees paid a salary are not covered by the law. Employers may pay an initial employment rate of \$6.35 for the first 90 calendar days of employment.

**TIP CREDIT** - The employer's share for tipped employees who customarily and regularly receive more than \$30.00 a month in tips must be at least \$4.35 an hour.

### Enforcement

The Iowa Division of Labor may bring action against employers who violate the state's minimum wage law. Courts may order payment of back wages. No employer can discriminate against or discharge an employee for filing a complaint or participating in a proceeding under this law.

### Contact Information

Iowa Division of Labor  
1000 East Grand Avenue  
Des Moines, IA 50319-0209  
515-281-3606 or 800-JOB-IOWA  
[www.iowaworkforce.org/labor](http://www.iowaworkforce.org/labor)

### Federal Minimum Wage and Overtime Pay

Applications of the minimum wage rates under federal law differ from those under Iowa law. Iowa employers must comply with the more stringent applicable law. Overtime is covered by the federal Fair Labor Standards Act. Questions concerning federal law should be directed to:

U.S. Department of Labor  
Wage & Hour Division  
210 Walnut Street  
Des Moines, IA 50309  
515-284-4625  
[www.dol.gov](http://www.dol.gov)

**The law requires displaying this poster where it can easily be seen by all employees.**

## Iowa Workforce Development

Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities. For deaf and hard of hearing, use Relay 711.  
70-8035 (01-09)

# Sus Derechos Bajo La Ley de Salario Mínimo de Iowa

## Mínimo Por Hora

# \$6.20

**Abril 1 a Diciembre 31, 2007**

# \$7.25

**Efectivo Enero 1, 2008**

El salario mínimo se aplica a la mayoría de los empleados asalariados en Iowa. La mayoría de los establecimientos pequeños de venta al por menor y de servicios que ganan menos de \$300.000 dólares brutos al año no se requieren pagar el salario mínimo. La mayoría de los empleados administrativos y de supervisores que reciben un salario no están cubiertos por la ley. Empleadores están elegibles para pagar menos que el salario mínimo por los primeros 90 días del calendario del empleo.

**CRÉDITO DE PROPINAS**— El crédito de propinas que un empleador puede reclamar, con respeto a los “Empleados Que Reciben Propinas” es 40% del salario mínimo aplicable. (“Empleados Que Reciben Propinas” por costumbre y regularmente reciben más de \$30.00 dólares por mes en propinas).

## Aplicación

La División del Trabajo de Iowa puede entablar acción legal en contra de los empleadores quien violan la ley del salario mínimo del estado. Los tribunales pueden ordenar el pago de atrasos. Ningún empleador puede discriminar en contra de o despedir a un empleado por presentar una queja o participar en un procedimiento bajo esta ley.

## Información de Contacto

División del Trabajo de Iowa  
1000 E. Grand Avenue  
Des Moines, IA 50319-0209  
515-281-3606 or 800-JOB-IOWA  
[www.iowaworkforce.org/labor](http://www.iowaworkforce.org/labor)

## Salario Mínimo Federal y Pago Por Tiempo Extra

Aplicaciones de las tasas del salario mínimo bajo la ley federal son distintas a las aplicaciones bajo la ley de Iowa. Empleadores de Iowa deben cumplir con la ley aplicable más estricta. Tiempo extra está cubierto por la Ley de normas Razonables de Trabajo. Cualquier pregunta se debe dirigir a:

Departamento de Trabajo de EEUU  
Sección de Horas y Sueldos  
210 Walnut Street  
Des Moines, IA 50309  
515-284-4625  
[www.dol.gov](http://www.dol.gov)

**La ley requiere que exhibe este póster donde se puede ver con facilidad por todos los empleados.**

## Iowa Workforce Development

Programa/Patrono con igualdad de oportunidades  
Asistencia auxiliar y servicios son disponibles a personas con  
desabilidades que esten interesados en el programa o en trabajo.  
Para personas sordas y duras del oído, llámé al Relay 711.  
70-8036 (06-07)

# Job Safety and Health

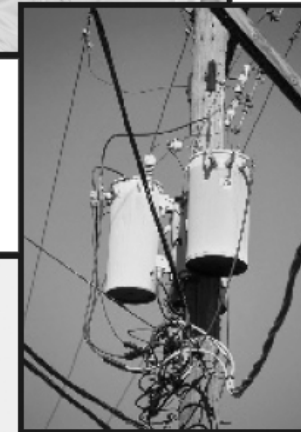
**IT'S THE LAW!**

IOWA  
**WORKFORCE**  
DEVELOPMENT

*Smart. Results.*

## **EMPLOYEES:**

- You have the right to notify your employer or Iowa OSHA about workplace hazards. You may ask Iowa OSHA to keep your name confidential.
- You have the right to request an OSHA inspection if you believe that there are unsafe and unhealthful conditions in your workplace. You or your representative may participate in that inspection.
- You can file a complaint with OSHA within 30 days of retaliation or discrimination by your employer for making safety and health complaints or for exercising your rights under the OSH Act.
- You have a right to see OSHA citations issued to your employer. Your employer must post the citations at or near the place of the alleged violation for at least 3 working days.
- Your employer must correct workplace hazards by the date indicated on the citation and must certify that these hazards have been reduced or eliminated.
- You have the right to copies of your medical records or records of your exposure to toxic and harmful substances or conditions.
- Your employer must post this notice in your workplace.



- You must comply with all occupational safety and health standards issued under the OSH Act that apply to your own actions and conduct on the job.

## **EMPLOYERS:**

- You must furnish your employees a place of employment free from recognized hazards.
- You must comply with the occupational safety and health standards issued under the *OSH Act*.
- You may obtain free assistance from Iowa OSHA Consultation in identifying and correcting hazards or complying with standards, without citation or penalty, by contacting the Iowa Division of Labor.



**For reporting fatalities and catastrophes only call:**  
1-877-242-6742

**For assistance and information contact:**  
Iowa Division of Labor Services  
1000 East Grand Avenue  
Des Moines, Iowa 50319-0209  
Phone (515) 242-5870 or (800) JOB-IOWA  
[www.iowaworkforce.org/labor](http://www.iowaworkforce.org/labor)

### **Complaints About the Iowa OSHA Program**

You may file a complaint about the Iowa Division of Labor's operations or administration of the OSH Act by contacting:

OSHA Regional Office  
2300 Main Street, Suite 1010  
Kansas City, MO 64108-2447  
(816) 283-8745





# No Smoking

Pursuant to the Iowa Smokefree Air Act

For more information or to register a complaint call  
1-888-944-2247 or visit [www.iowaSmokefreeAir.gov](http://www.iowaSmokefreeAir.gov)

