



California

(Part 1 of 2)

Labor Law Postings

Must be posted in a conspicuous place for convenient viewing by all employees and applicants.



Guaranteed protection against changing laws.

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TIME OFF FOR VOTING

TIME OFF TO VOTE

POLLS ARE OPEN FROM 7:00 A.M.
TO 8:00 P.M. EACH ELECTION DAY

If you are scheduled to be at work during that time and you do not have sufficient time outside of working hours to vote at a statewide election, California law allows you to take up to two hours off to vote, without losing any pay.

You may take as much time as you need to vote, but only two hours of that time will be paid.

Your time off for voting can only be taken at the beginning or end of regular work hours. You have the most free time for voting and the least time off from your regular work shift, unless you make other arrangements with your employer.

If three work days before the election you think you will need time off to vote, you must notify your employer at least two working days prior to the election.

ACCESS TO MEDICAL/EXPOSURE RECORDS

ACCESS TO MEDICAL AND EXPOSURE RECORDS

www.dir.ca.gov

BY CALIFORNIA REGULATION
GENERAL INDUSTRY SAFETY ORDER 3204 -
YOU HAVE THE RIGHT TO SEE AND COPY:

- Your medical records and records of exposure to toxic substances or harmful physical agents.
- Records of exposure to toxic substances or harmful physical agents of other employees with work conditions similar to yours.
- Safety Data Sheets (SDS) or other information that exists for chemicals or substances used in the workplace, or which employees may be exposed.

THESE RECORDS ARE AVAILABLE AT: _____ (Location)

FROM: _____ (Person Responsible)

A COPY OF THE GENERAL INDUSTRY SAFETY ORDER 3204 IS AVAILABLE FROM: _____

The above information satisfies the requirements of GISO 3204(g), which may be fulfilled by posting this placard in the workplace, or by any similar method the employer chooses.

State of California
Department of Industrial Relations
Division of Occupational Safety and Health
1055 Clay Street, Suite 1000
Oakland, CA 94612
Phone: (510) 288-7037
Fax: (510) 288-7037

UNEMPLOYMENT INSURANCE

Notice to Employees:



This employer is registered with the Employment Development Department (EDD) as required by the California Unemployment Insurance Code and is reporting wage credits to the EDD that are being accumulated for you to be used as a basis for:

UI

Unemployment Insurance
(funded entirely by employers' taxes)

Unemployment Insurance (UI) is paid for by your employer and provides partial income replacement when you are unemployed or your hours are reduced due to no fault of your own. To claim UI benefit payments you must also meet certain requirements, including that you must be available for work and searching for work.

How to File a New UI Claim

Online: UI Online is the fastest and most convenient way to file your UI claim. Visit ui.edd.ca.gov to get started.

Phone: Representatives are available at the toll-free toll-free numbers, Monday through Friday between 8 a.m. to 8 p.m. (Pacific Standard Time) except during state holidays.

English 1-800-547-3506 Vietnamese 1-800-547-2058 Spanish 1-800-547-3506 TTY 1-800-815-9387

Fax or Mail: When calling UI Online to file a new claim, some customers will be instructed to fax or mail their UI application to the EDD. If this occurs, the Unemployment Insurance Application (DE 1101), will display for you and more secure processing, fax the completed form to the number listed on the form. If mailing, attach an application and mail it to the address on the form and allow additional time for processing.

Important: Filing to file your UI claim may delay benefit payments.

Disability Insurance

(funded entirely by employers' contributions)

Disability Insurance (DI) is funded by employers' contributions and provides partial wage replacement benefits to eligible Californians who are temporarily disabled due to a non-work related illness, injury, pregnancy, or disability, and to employees who are disabled by work to a non-work-related illness, injury, pregnancy, or disability.

How to File a New DI Claim

Use one of the following methods:

Online: DI Online is the fastest and most convenient way to file your claim. Visit di.edd.ca.gov to get started.

Mail: To file a claim with the EDD by mail, complete and submit a *Claim for Disability Insurance (DI) Benefits (DE 2510)* form. You can obtain a paper claim form from your employer, physician/practitioner, visiting a State Disability Insurance office, online at EDD Forms and Publications (edd.ca.gov/forms/), or by calling 1-800-480-2387.

Note: If your employer maintains an approved Voluntary Plan for DI coverage, contact your employer for assistance. For more information about DI, visit State Disability Insurance (edd.ca.gov/disability/) or call 1-800-480-3287.

State government employees should call 1-800-35-7075.

TTY (for deaf or hearing-impaired individuals only) is available at 1-800-563-2441.

Paid Family Leave

(funded entirely by employers' contributions)

Paid Family Leave (PL) is funded by employers' contributions and provides partial wage replacement benefits to eligible Californians who are temporarily disabled due to a non-work related illness, injury, pregnancy, or disability, and to employees who are disabled by work to a non-work-related illness, injury, pregnancy, or disability.

How to File a New PL Claim

Use one of the following methods:

Online: PL Online is the fastest and most convenient way to file your claim. Visit pl.edd.ca.gov to get started.

Mail: To file a claim with the EDD by mail, complete and submit a *Claim for Paid Family Leave (PL) Benefits (DE 2510)* form. You can obtain a paper claim form from your employer, physician/practitioner, visiting a State Disability Insurance office, online at EDD Forms and Publications (edd.ca.gov/forms/), or by calling 1-877-238-4373.

Note: Some employees may be exempt from coverage by the above insurance programs. It is illegal to make a false statement or to withhold facts to claim benefits. For additional information, visit the [EDD](http://EDD.edd.ca.gov).

For more information about PL, visit State Disability Insurance (edd.ca.gov/disability/) or call 1-800-480-3287.

State government employees should call 1-800-35-7075.

TTY (for deaf or hearing-impaired individuals only) is available at 1-800-563-2441.

WHISTLEBLOWER PROTECTION

WHISTLEBLAWERS 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, town 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, where 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 of 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 1-800-852-5225. The Attorney General will refer your call to the appropriate government authority for review and possible investigation.

EMERGENCY NUMBERS

EMERGENCY

JOB LOCATION: _____

AMBULANCE: _____

FIRE – RESCUE: _____

HOSPITAL: _____

PHYSICAL / MEDICAL CLINIC: _____

ALTERNATE: _____

POLICE: _____

CAL/OSHA DISTRICT: _____

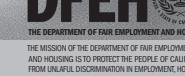
CAL/OSHA CONSULTATION: _____

Posting is required by Title 8 Section 1512(e), California Code of Regulations

State of California
Department of Industrial Relations
CAL/OSHA Research and Education Unit
P.O. Box 420460
San Francisco, CA 94142-0460

S-400

FAIR EMPLOYMENT



CALIFORNIA LAW PROHIBITS WORKPLACE DISCRIMINATION & HARASSMENT

THE MISSON OF THE DEPARTMENT OF FAIR EMPLOYMENT AND HAVING IS TO PROTECT THE PEOPLE OF CALIFORNIA FROM UNLAWFUL DISCRIMINATION AND HARASSMENT IN THE WORKPLACE AND PUBLIC ACCOMMODATIONS, AND TO PREVENT ACTS OF HATE VIOLENCE AND HUMAN TRAFFICKING.

The California Department of Fair Employment and Housing (DFEH) enforces laws that protect you from illegal discrimination and harassment in employment based on your actual or perceived:

- NATIONAL ORIGIN (includes language use and possession of a driver's license issued to persons unable to prove their presence in the United States is authorized under federal law)
- RACE (including, but not limited to, hair texture and protective hairstyles. Protective hairstyles includes, but is not limited to, such hairstyles as braids, locks, and twists)
- GENETIC INFORMATION
- GENDER IDENTITY, GENDER EXPRESSION
- MARITAL STATUS
- MEDICAL CONDITION (genetic characteristics, cancer or a record or history of cancer)
- MILITARY OR VETERAN STATUS

THE CALIFORNIA FAIR EMPLOYMENT AND HOUSING ACT (GOVERNMENT CODE SECTIONS 12900 THROUGH 12996) AND ITS IMPLEMENTING REGULATIONS (CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTIONS 1100 THROUGH 1141):

1. Prohibits harassment of employees, applicants, unpaid interns, volunteers, and independent contractors by any persons and requires employers to take reasonable steps to prevent harassment. This includes requiring an employee to stop harassing another employee if he or she gives the employee a reasonable opportunity to stop the harassment.
2. Provides a process for investigating complaints of discrimination and for resolving disputes arising from discrimination.
3. Requires employers to provide equal opportunities for employment based on merit, ability, and job performance.
4. Requires employers to provide reasonable accommodations for employees with disabilities.
5. Requires employers to provide reasonable accommodations for employees with religious beliefs and practices, including the wearing or carrying of religious clothing, jewelry or artifacts, and hair styles, facial hair, or body hair, which are part of an individual's religious belief system.
6. Requires employers to reasonably accommodate employees with disabilities to enable them to perform the essential functions of a job.
7. Permits employees, applicants, and volunteers, and employees to file charges of discrimination with DFEH against an employer, employee, or employer's agent, or against an employer, employee, or employer's agent for discriminatory hiring, promotion, or termination practices.
8. Prohibits retaliation against a person who opposes, reports, or assists another person to oppose unlawful discrimination.
9. Prohibits retaliation against a person who opposes, reports, or assists another person to oppose unlawful discrimination.
10. Prohibits employment agencies, labor unions, and employment service providers from discriminating on the basis of race, color, sex, national origin, age, disability, or ethnicity.
11. Requires employment agencies to provide reasonable accommodations for employees with disabilities.
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