

**FED** 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**  
All employees must be at least 16 years old to work in most non-farm jobs and at least 18 to work in non-farm jobs declared hazardous by the Secretary of Labor. Youth 14 and 15 years old 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**  
Employers of "tipped employees" who meet certain conditions may claim a partial wage credit based on tips received by their employees. Employers must pay tipped employees a cash wage of at least \$2.13 per hour if they claim a tip credit against their minimum wage obligation. If an employer's tip credit combined with the employer's cash wage of at least \$2.13 per hour do not equal the minimum hourly 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 subject to the FLSA's overtime requirements in order for the employee to express breast milk for her nursing child for one year after the child's birth each time such employer has a need to express breast milk. Employers are also required to provide a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public which may be used by the employee to express breast milk.

**WHD** WAGE AND HOUR DIVISION  
UNITED STATES DEPARTMENT OF LABOR  
1-866-487-9243  
TTY: 1-877-889-5627  
www.dol.gov/whd

REV. 07/2016

**CO** Department of Labor and Employment, Division of Labor Standards & Statistics  
**COLORADO OVERTIME & MINIMUM PAY STANDARDS**  
**ORDER ("COMPS Order") #38, POSTER & NOTICE**

Division of Labor Standards & Statistics

Effective 1/1/22; must update annually; see poster available each mid-December

**Colorado Minimum Wage: \$12.56/hour, or \$9.54 for Tipped Employees, in 2022 (Rule 3)**

- The minimum wage is adjusted each year for inflation, to the above amounts are for only 2022.
- All employees must be paid at least the minimum wage for all hours worked in Rule 2, whether paid hourly or another way (salary, commission, piecework, etc.), except unemancipated minors can be paid 15% under full minimum wage.
- Use the highest standard if other labor laws also apply, such as Denver's minimum wage (\$15.87 in 2022).

**Overtime: 1 1/2 times regular pay rates for hours over 40 weekly, 12 daily, or 12 consecutive (Rule 4)**

- Overtime is required each work day for 40 hours, or days over 12, even if 2 or more weeks or days consecutive (Rule 4)
- Employers cannot provide time off ("comp time") instead of overtime pay, including paid time off for overtime hours.
- Key variances/exceptions: (all are detailed in Rules 2.3-2.4):
  - Modified overtime in a small number of health care jobs; exemption for certain heavy vehicle drivers
  - No 40-hour weekly overtime in downhill ski/board jobs (but 56-hour overtime for many under federal law)
  - Agriculture, as of 1/1/22, overtime (but no hours) for paid time in days 1-5

**Meal Periods: 30 minutes uninterrupted and duty-free, for shifts over 5 hours (Rule 1.9)**

- Can be unpaid, but only if employees are completely relieved of all duties, and allowed to pursue personal activities.
- If work makes uninterrupted meal periods impractical, eating on duty must be permitted, and the time must be paid.
- To the extent practical, meal periods must be at least 1 hour after starting and 1 hour before ending shifts.

**Rest Periods: 10 minutes, paid, every 4 hours (Rule 5.2)**

#Work Hours:	Up to 2	>2, to 6	>6, up to 10	>10, up to 14	>14, up to 18	>18, up to 22	>22
#Rest Periods:	0	1	2	3	4	5	6

Need to be on-site, but must not include work, and should be in the middle of the hour to the extent practical. Rest periods are time worked, minimum wage and overtime purposes, and if employees do not authorize and permit rest periods, they must pay extra for that time. Key variances/exceptions: (all are detailed in Rules 2.3-2.4):

- In some circumstances, 10 minute rest periods can be divided into two 5 minute (Rule 5.2.1)
- Agriculture: certain work requires more breaks; otherwise (Rule 5.3, Agricultural Labor Conditions Rules)

**Time Worked: Pay for time worked, even performing labor services for their benefit (Rule 1.9)**

- All time on premises, on or off duty, or on duty for day employees (day employees):
  - putting on/removing work clothes (garment that does not include work clothes), changing/putting on, or other clock duty,
  - waiting for assignments, or for receiving or shoring work-related information,
  - security safety screening, or checking/checking in or out,
  - waiting for any of the above tasks.
- Travel for employer benefit is time worked, normal/home/work travel not (details in Rule 1.9.2)
- Sleep time, if sufficiently uninterrupted and lengthy, can be excluded in certain situations (details in Rule 1.9.3).

**Deductions, Credits, Charges, & Withheld Pay (Rule 6, and Article 4 of C.R.S. Title 8)**

- Final pay: Owed promptly (if termination by employer) or at next pay date (if employer resigned)
- Violation pay: Dependent on employer's intent. If employer's intent was to deprive employee of pay, including paid time off for vacation, without deducting or declaring forfeiture based on cause for termination, lack of resignation notice, etc.
- Deductions from pay: Allowed if labeled below or in C.R.S. 8-4-105 (including deductions required by law, in a written agreement for the benefit of the employee, for health insurance, or for property loss after an accident).
- Tip credits: Employers can pay up to \$3.02 under minimum wage (5/5/24 in 2022, or \$12.85 in Denver). If all tips (not mandatory service charges) raise pay to full minimum, & tips aren't diverted to non-tipped staff/owners.
- Meal credit/deductions: Allowed for the cost or value (without employer profit) of voluntarily accepted meals.
- Lodging credit/deductions: Allowed if housing is voluntarily accepted by the employee, primarily for the employee's (not the employer's) benefit, recorded in writing, and limited to \$25 per week (based on housing type).
- Uniforms: Must be provided at no cost unless they are ordinary clothes without special material or design; employers must pay for any special cleaning required, and correct repairs/replace if needed for ordinary wear and tear.

**Exceptions from COMPS (Rule 2.3 lists all; key exceptions are below)**

- Executives/superintendents, administrators, and professional paid at least a salary (hourly wages) of \$45,000 in 2022 (\$50,000 in 2023, \$55,000 in 2024), then inflation-adjusted, except \$28,800 for highly technical computer work.
- Other highly compensated, non-manual labor employees paid at least 2.25 the above salary (1/1/21, 25/10/2022)
- 20% or more, or at least a monthly \$4,000 (hourly wages) of a highly skilled employee, if the employee is a spouse, partner, or dependent child.
- Various (not all) types of salespersons, tax drivers, camp/instruction education field staff, property managers.

**Record-Keeping & Notices of Rights (Rule 7)**

- Employers must keep all employees' paid and free (three-year) pay statements that include time worked, pay rate (including any tips and credits), and total pay.
- This year's poster must be displayed where easily accessible, or not practical (such as remote workers), provided within one month of beginning work and when employees request a copy.
- Employers must include a copy of this poster, or a COMPS order, or an employee handbook or manual.
- Violation of notice of rights (posting or distribution), including by providing information understanding this poster, may yield fines and/or ineligibility for employee-specific credits, deductions, or exemptions in COMPS.

**Complaints & Anti-Retaliation Rights (Rule 8)**

- Employees can sue the Division (contact info below) complaints or tips about violations, or file lawsuits in court.
- Employees cannot retaliate against, or interfere with, employees exercising their rights.
- Anonymous tips are accepted; anonymity of complainant will be maintained if requested (Wage Protection Rule 4.7)
- Workers and other individuals with control over pay may be liable for certain violations — not just the business, even if the business is a corporation, partnership, or other entity separate from its owners (Rule 8.1b)
- Immigration status is irrelevant to these labor laws. The Division will not ask or report status in investigations or rulings, and it is illegal for anyone to use immigration status to interfere with or retaliate against (Wage Protection Rule 4.8)

This poster is a summary and cannot be relied on as a complete labor law information. For all rules, fact sheets, translations, questions, or complaints, contact: DIVISION OF LABOR STANDARDS & STATISTICS, ColoradoLaborLaw.org, cdle\_labor\_standards@state.co.us, 303-318-8411 / 888-390-7936

**CO** Department of Regulatory Agencies, Colorado Civil Rights Division

**Colorado Law Prohibits Discrimination in EMPLOYMENT**

C.R.S. §24-34-001 et seq.

IT SHALL BE AN UNLAWFUL AND UNFAIR EMPLOYMENT PRACTICE: TO REFUSE TO HIRE, TO DISCHARGE, TO PROMOTE, OR TO HARBOR any individual on the basis of COMPARABLE CHARACTERISTICS OF COMPENSATION, TERMS, CONDITIONS, OR PRIVILEGES OF EMPLOYMENT.

**BECAUSE OF:**

- DISABILITY, RACE, CREED, COLOR, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, GENDER EXPRESSION, RELIGION, ANCESTRY, NATIONAL ORIGIN, ANCESTRY, or certain characteristics, MARITAL STATUS TO A SPOUSE.

**REASONABLE ACCOMMODATIONS FOR DISABILITIES:**

An employee with a disability is entitled to a reasonable accommodation(s) which is necessary to perform the essential functions of the job. An accommodation is not reasonable if its provision would result in an undue hardship on the employer's business.

**PREGNANT WORKERS FAIRNESS ACT — C.R.S. §24-34-003**

An employee with a health condition(s) related to pregnancy or childbirth may be entitled to a reasonable accommodation(s) necessary to perform the essential functions of the job. An accommodation is not reasonable if its provision would result in an undue hardship on the employer's business.

Division Director, Audrey Elinis, Esq. [cdcd.colorado.gov](mailto:cdcd.colorado.gov) REV. 09/2021

**CO** Department of Labor and Employment, Division of Workers' Compensation

**Colorado Workers' Compensation Information**

Your employer has workers' compensation coverage for employees through:

- Workers' compensation is a type of insurance coverage that employers must provide to their employees. The cost of workers' compensation insurance is paid entirely by the employer and is included in the employer's wages.
- If you are injured or sustain an occupational disease while at work, you may be entitled to compensation benefits as provided by law. WRITTEN NOTICE MUST BE GIVEN TO YOUR EMPLOYER WITHIN 4 WORKING DAYS OF THE ACCIDENT. If you don't report your injury or occupational disease promptly your benefits may be reduced.
- If you are unable to work as the result of a work-related injury or occupational disease, compensation (wage replacement) benefits will be based on 2/3 of your average weekly wage up to a maximum by law. No compensation is payable for the first 3 days' disability unless the period of disability exceeds two weeks.
- You are entitled to reasonable and necessary medical treatment of compensable injuries or occupational diseases. If you notify your employer of an injury or occupational disease and are not offered medical care, you may select the services of a licensed physician or chiropractor.
- You may file a Workers' Claim for Compensation with the Division of Workers' Compensation. To obtain forms or information regarding the workers' compensation system, you may call Customer Service at 303-318-8700 or toll-free at 1-888-390-7936 or visit our website at [www.coloradodiv.com/cdw/](http://www.coloradodiv.com/cdw/).

**COLORADO DIVISION OF WORKERS' COMPENSATION**  
633 17th Street, Suite 400, Denver, CO 80202-3626

Any information provided below comes from your employer and is specific to this place of employment.

WC49 REV. 05/2019

**CO** Department of Labor and Employment, Division of Workers' Compensation

**NOTICE TO WORKERS**

**YOU HAVE THE RIGHT TO BE:**

- Properly classified as an employee or an independent contractor
- Paid accurately and timely for the services you perform

There are resources available to you if you believe you are being subject to improper classification or inaccurate payment practices by your employer. For more information, go to [WorkRightColorado.org](http://WorkRightColorado.org)

Employees are required to follow the law when paying hourly wages, overtime, and properly covering you for unemployment insurance and workers' compensation purposes. As a worker, you have certain rights as an employee or independent contractor. Improper classification (often called misclassification) of employees as independent contractors and other labor law violations create many problems, both for laboring businesses and for workers in Colorado.

If you believe you have been **improperly classified** as an independent contractor and are really performing duties that fit the criteria of an employee, visit [ColoradoWorkRight.org](http://ColoradoWorkRight.org), or call us at 303-318-9100 or toll-free at 1-888-390-7936. To be classified as an independent contractor, you must meet the criteria in Colorado Revised Statute 8-70-115. You can read the law online and find out more at [coloradodiv.com/ProperClassification](http://coloradodiv.com/ProperClassification).

As an employee, you are entitled to unemployment insurance benefits if you become unemployed through you do not report your injury or occupational disease to your employer. As an independent contractor, you are not entitled to unemployment insurance and cannot deduct this from your wages.

If you become unemployed and wish to file for unemployment insurance benefits, go to [coloradodiv.com](http://coloradodiv.com) and click on a File a Claim. If you have work and pay are reduced, you may be entitled to partial unemployment benefits.

If you cannot access a computer, call one of the following numbers: 303-318-9000 (Denver metro area) or 1-800-380-5515 (outside Denver metro area), hearing impaired 303-318-9016 (TDD Denver metro area) or 1-800-894-7770 (TDD outside Denver metro area).

**EMPLOYERS ARE REQUIRED BY LAW TO POST THIS NOTICE**

Colorado Employment Security Act, 8-74-101(2); Regulations Concerning Employment Security 7.2 through 7.3.5  
Employers can be placed on the list of employers who do not post this notice, they can be fined, and they can lose their license to do business in Colorado. They can also be fined for not posting this notice, they can be fined, and they can lose their license to do business in Colorado. They can also be fined for not posting this notice, they can be fined, and they can lose their license to do business in Colorado.

**IT STARTS WITH YOU**  
Building a better Colorado

CO/COLE COLORADO Labor and Employment

**FED** EMPLOYEE RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT  
The United States Department of Labor Wage and Hour Division

**LEAVE ENTITLEMENTS**  
Eligible 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:

- The birth of a child or placement of a child for adoption or foster care;
- To bond with a child (leave must be taken within 1 year of the child's birth or placement);
- 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 employer's job;
- For a qualifying exigency related to the foreign deployment of a military member who is the employee's spouse, child, or parent.

An eligible employee who is a covered servicemember's spouse, child, parent, or next of kin may also take up to 26 weeks of FMLA leave in a single 12-month period to care for the servicemember with a serious injury or illness.

An employee does not need to be on leave in one block. When it is medically necessary and otherwise permitted, employees may take leave intermittently or on a reduced schedule.

Employees may choose, if an employer may require, use of accrued paid leave while taking FMLA leave. If an employee substitutes accrued paid leave for FMLA leave, the employee must comply with the employer's normal paid leave policies.

**BENEFITS & PROTECTIONS**  
While employees are on FMLA leave, employers must continue health insurance coverage as if the employees were not on leave. Upon return from FMLA leave, most employees must be restored to the same job or one nearly identical to it with equivalent pay, benefits, and other employment terms and conditions.

Employers may not interfere with an individual's FMLA rights or retaliate against someone for using or trying to use FMLA leave, spacing any fringe benefits, or being involved in any proceeding under or related to the FMLA.

**ELIGIBILITY REQUIREMENTS**  
An employee who works for a covered employer must meet three criteria in order to be eligible for FMLA leave. The employee must:

- Have worked for the employer for at least 12 months;
- Have at least 1,250 hours of service in the 12 months before taking leave; and
- Work at a location where the employer has at least 50 employees within 75 miles of the employee's worksite.

\*Special "hours of service" requirements apply to airline flight crew employees.

**REQUESTING LEAVE**  
Generally, employees must give 30 days' advance notice of the need for FMLA leave. If it is not possible to give 30 days' notice, an employer must notify the employee as soon as possible and generally follow the employer's usual procedures for handling such situations.

Employees do not have to have a medical diagnosis, but must provide enough information to the employer so it can determine if the leave qualifies for FMLA protection. Sufficient information could include informing an employer that the employee is or will be unable to perform his or her job functions, that a family member cannot perform daily activities, or that hospitalization or continuing medical treatment is necessary. Employees must inform the employer of the need for leave for a reason for which FMLA leave was previously taken or certified.

Employers may require a certification or periodic certification supporting the need for leave. If the employer determines that the certification is incomplete, it must provide a written notice indicating what additional information is required.

**EMPLOYER RESPONSIBILITIES**  
Once an employee becomes aware that an employee's need for leave is for a reason that may qualify under the FMLA, the employer must notify the employee if he or she is eligible for FMLA leave and, if eligible, must also provide a notice of rights and responsibilities under the FMLA. If the employer is not eligible, the employer must provide a reason for which FMLA leave was previously taken or certified.

Employers must notify its employees if leave will be designated as FMLA leave, and if so, how much leave will be designated as FMLA leave.

**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. The FMLA does not affect any federal or state law prohibiting discrimination or suppressing any state or local law or collective bargaining agreement that provides greater family or medical leave rights.

For additional information or to file a complaint:  
**WHD** 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 - WH1420 REV. 04/2016

**FED** Equal Employment Opportunity is THE LAW  
Private Employers, State and Local Governments, Educational Institutions, Employment Agencies and Labor Organizations

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

**RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN**  
Title VII of the Civil Rights Act of 1964, as amended, prohibits applicants and employees from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment, on the basis of race, color, religion, sex (including pregnancy), or national origin. Religious discrimination includes failing to reasonably accommodate an employee's religious practices where the accommodation does not impose undue hardship.

**DISABILITY**  
Title I and Title V of the Americans with Disabilities Act of 1990, as amended, protect 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 accommodation to the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, barring undue hardship.

**AGE**  
The Age Discrimination in Employment Act of 1967, as amended, protects applicants and employees 40 years of age or older from discrimination based on age in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

**SEX (WAGES)**  
In addition to sex discrimination prohibited by Title VII of the Civil Rights Act, as amended, the Equal Pay Act of 1963, as amended, prohibits discrimination on the basis of sex in wages and performance in substantially equal work, jobs or jobs that require equal skill, effort, and responsibility, under similar working conditions, in the same establishment.

**Genetics**  
The Genetic Information Nondiscrimination Act of 2008 protects applicants and employees from discrimination based on genetic information in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Genetic information includes information about genetic tests of applicants, employees, or their family members; the manifestation of disease or disorders in family members; family medical history; and requests for or receipt of genetic services by applicants, employees, or their family members.

**RETALIATION**  
All of these federal laws prohibit covered entities from retaliating against a person who files a charge of discrimination, participates in a discrimination proceeding, or otherwise opposes an unlawful employment practice.

**WHAT TO DO IF YOU BELIEVE DISCRIMINATION HAS OCCURRED**  
There are strict time limits for filing charges of employment discrimination. To preserve the ability of EEOC to act on your behalf and to protect your right to file a private lawsuit, should you ultimately need to, you should contact EEOC promptly when discrimination is suspected.

The U.S. Equal Employment Opportunity Commission (EEOC), 1-800-669-4000 (toll-free) or 1-800-669-4020 (toll-free TTY) for individuals with hearing impairments; EEOC field office information is available at [www.eeoc.gov](http://www.eeoc.gov) or in most telephone directories in the U.S. Department of Labor Government section. Additional information about EEOC filing information about charge filing is available at [www.eeoc.gov](http://www.eeoc.gov).

**Applicants to and employees of companies with a Federal government contract or subcontract are protected under Federal law from discrimination on the following bases:**

**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 503 of the Rehabilitation Act of 1973, as amended, prohibits 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 accommodation 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 that Federal contractors take affirmative action to employ and advance in employment qualified individuals with disabilities at all levels of employment, including the executive level.

**DISABLED VETERANS' SEPARATED, OTHER PROTECTED, AND ARMED FORCES SERVICE MEDICAL VETERANS**  
The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, prohibits job discrimination or retaliation.

**Programs or Activities Receiving Federal Financial Assistance**  
Section 504 of the Rehabilitation Act of 1973, as amended, prohibits employment discrimination on the basis of disability in any program or activity which receives Federal financial assistance. Discrimination is prohibited in all aspects of employment against persons with disabilities who, with or without reasonable accommodation, can perform the essential 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.

EEOC 9102 and OCEC 8009 Versions Usable With 11/09 Supplement EEOC-P-E-1 REV. 11/2009

**FED** YOUR RIGHTS UNDER USERRA  
THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

USERRA protects the job rights of individuals who voluntarily or involuntarily leave employment positions to undertake military service or certain types of service in the National Disaster Medical System. USERRA also prohibits employers from discriminating against past and present members of the uniformed services, and applicants to the uniformed services.

**HEALTH INSURANCE PROTECTION**  
If you leave your job to perform military service, you have the right to elect to continue your existing employer-based health coverage for your military service and your dependents for up to 18 months while in the military. Even if you don't elect to continue coverage during your military service, you have the right to be reinstated to your employer's health plan when you are reemployed, generally without any waiting period or reductions (e.g., pre-existing condition exclusions) except for service-connected illnesses or injuries.

**ENFORCEMENT**  
The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate and resolve complaints of USERRA violations. For assistance in filing a complaint, or for any other information on USERRA, contact VETS at 1-866-4-USA-VETS or visit its website at [www.dol.gov/vets](http://www.dol.gov/vets). An interactive online USERRA Advisor can be found at [www.dol.gov/vets/usa](http://www.dol.gov/vets/usa).

If you file a complaint with VETS and VETS is unable to resolve it, you may request that your case be referred to the Department of Justice or the Office of Special Counsel, as applicable, for representation.

You may also bypass the VETS process and bring a civil action against an employer who violates USERRA.

The rights listed here may vary depending on the circumstances. The text of this notice was prepared by VETS, and may be viewed on the internet at this address: <http://www.dol.gov/vets/usa>. Federal law requires employers to notify employees of their rights under USERRA, and employers may meet this requirement by displaying the text of this notice where they customarily place notices for employees.

U.S. Department of Labor - 1-866-487-2365 U.S. Department of Justice - Office of Special Counsel  
Physical Support of the Guard and Reserve - 1-800-336-4590 REV. 04/2017

**FED** EMPLOYEE RIGHTS  
EMPLOYEE POLYGRAPH PROTECTION ACT

The Act prohibits employers from requiring or requesting any employee or job applicant to take a detector test, and from discharging, disciplining, or discriminating against an employee or prospective employee for refusing to take a test 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 detector) tests to be administered in the private sector, subject to restrictions, to certain prospective employees of security service firms (limited to car, alarm, and guard), and of pharmaceutical manufacturers, distributors and dispensers.

**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 EMPLOYEES AND JOB APPLICANTS CAN READILY SEE IT.**

**WHD** WAGE AND HOUR DIVISION  
UNITED STATES DEPARTMENT OF LABOR  
1-866-487-9243  
TTY: 1-877-889-5627  
www.dol.gov/whd

REV. 07/2016

**CO** COLORADO DEPARTMENT OF LABOR AND EMPLOYMENT  
DIVISION OF LABOR STANDARDS AND STATISTICS

**NOTICE OF PAYDAYS**

In accordance with 8-4-107, C.R.S.:

Every employer shall post and keep posted conspicuously at the place of work practicable, or otherwise where it can be seen as employees come and go to their places of work, or at the office or nearest agency for payment kept by the employer a notice specifying the regular paydays and the time and place of payment, in accordance with the provisions of section 8-4-103, and whichever is longer. Paydays must occur no later than 10 days following the close of each pay period, 8-4-103, C.R.S.

**EMPLOYEES ARE PAID ON REGULAR PAYDAYS AS FOLLOWS:**

**TIME:**

- hourly employees: paid at the end of each workweek
- weekly employees: paid on the regular payday
- monthly employees: paid on the regular payday

**PLACE:**

- at the place of work
- at the office or nearest agency for payment kept by the employer

This form is provided as a courtesy by the Colorado Division of Labor Standards and Statistics. Other Notice of Paydays Posters may be acceptable provided that they contain the elements and information required by 8-4-107, C.R.S.

[www.coloradodiv.com/cdle/labor](http://www.coloradodiv.com/cdle/labor)

**WARNING**

**IF YOU ARE INJURED ON THE JOB, WRITTEN NOTICE OF YOUR INJURY MUST BE GIVEN TO YOUR EMPLOYER WITHIN FOUR WORKING DAYS AFTER THE ACCIDENT, PURSUANT TO SECTION 8-43-102(1) AND (1.5), COLORADO REVISED STATUTES.**

**IF THE INJURY RESULTS FROM YOUR USE OF ALCOHOL OR CONTROLLED SUBSTANCES, YOUR WORKERS' COMPENSATION DISABILITY BENEFITS MAY BE REDUCED BY ONE-HALF IN ACCORDANCE WITH SECTION 8-42-112.5, COLORADO REVISED STATUTES.**

WCSO REV. 05/1999

**CO** Department of Labor and Employment

**Colorado Workplace Public Health Rights Poster: PAID LEAVE, WHISTLEBLOWING, & PROTECTIVE EQUIPMENT**

Updated June 1, 2022; may be updated annually; up-to-date poster available each mid-December

**THE HEALTHY FAMILY & WORKPLACE ACT ("HFWA") - Paid Leave Rights**

- Coverage: All Colorado employees, of any size, must provide paid leave.
- All employees earn 1 hour of paid leave per 30 hours worked ("accrued leave"), up to 40 hours a year.
- Up to 80 hours of supplemental leave applies in a public health emergency (PHE), until 4 weeks after the PHE ends.
- Employees are required to be paid their regular pay rate during the PHE.
- Up to 48 hours of accrued accrued leave carries over for use during the next PHE.
- For details on specific situations (regular hours, non-hourly pay, etc.), see Wage Protection Rule 2.5, 7 CCR 1102-7.

**Employees can sue, even leave for the following safety health reasons:**

- a mental or physical illness, injury, or health condition that prevents work, including diagnosis or preventive care;
- domestic abuse, sexual assault, or criminal harassment, including retaliation, legal, or other services needed;
- care for a family member experiencing a condition described in category (1) or (2); or
- in a PHE, a public official ordered the workplace, or the school or place of care of a child, to be closed or to call an OCEC regional or district office, listed in most telephone directories under the U.S. Department of Labor.

**Employees can sue, even leave for the following safety health reasons:**

- a mental or physical illness, injury, or health condition that prevents work, including diagnosis or preventive care;
- domestic abuse, sexual assault, or criminal harassment, including retaliation, legal, or other services needed;
- care for a family member experiencing a condition described in category (1) or (2); or
- in a PHE, a public official ordered the workplace, or the school or place of care of a child, to be closed or to call an OCEC regional or district office, listed in most telephone directories under the U.S. Department of Labor.

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- a mental or physical illness, injury, or health condition that prevents work, including diagnosis or preventive care;
- domestic abuse, sexual assault, or criminal harassment, including retaliation, legal, or other services needed;
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