

**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**  
An employee 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. Youths 14 and 15 years old may work outside school hours in various non-manufacturing, non-mining, non-hazardous jobs with certain work hours restrictions. Different rules apply in 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. Employees 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 employee's tips 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 employee 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.

DEPARTMENT OF LABOR, UNITED STATES OF AMERICA **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

**FED** **Know Your Rights: Workplace Discrimination is Illegal**

**The U.S. Equal Employment Opportunity Commission (EEOC) enforces Federal laws that protect you from discrimination in employment. If you believe you've been discriminated against at work or in applying for a job, the EEOC may be able to help.**

**Who is Protected?**  
Employees (current and former), including managers and temporary employees  
Job applicants  
Union members and applicants for membership in a union

**What Organizations are Covered?**  
Most private employers  
State and local governments (as employers)  
Educational institutions (as employers)  
Unions  
Staffing agencies

**What Types of Employment Discrimination are Illegal?**  
Under the EEOC's laws, an employer may not discriminate against you, regardless of your immigration status, on the bases of:  
Race  
Color  
Religion  
National origin  
Sex (including pregnancy and related conditions, sexual orientation, or gender identity)  
Age (40 and older)  
Disability  
Genetic information (including employer requests for, or purchase, use, or disclosure of genetic tests, genetic services, or family medical history)  
Retaliation for filing a charge, reasonably opposing discrimination, or participating in a discrimination lawsuit, investigation, or proceeding.

**What Employment Practices can be Challenged as Discriminatory?**  
All aspects of employment, including:  
Discharge, firing, or lay-off  
Harassment (including unwelcome verbal or physical conduct)  
Hiring or promotion  
Assignment  
Pay (unequal wages or compensation)  
Failure to provide reasonable accommodation for a disability or a sincerely-held religious belief, observance or practice  
Benefits  
Job training  
Classification  
Referral  
Obtaining or disclosing genetic information of employees  
Requesting or disclosing medical information of employees  
Conduct that might reasonably discourage someone from opposing discrimination, filing a charge, or participating in an investigation or proceeding.

**What can You Do if You Believe Discrimination has Occurred?**  
Contact the EEOC promptly if you suspect discrimination. Do not delay, because there are strict time limits for filing a charge of discrimination (180 or 300 days, depending on where you live/work). You can reach the EEOC in any of the following ways:  
**Submit** an inquiry through the EEOC's public portal: <https://publicportal.eeoc.gov/Portal/Login.aspx>  
**Call** 1-800-669-4000 (toll free) 1-800-669-6820 (TTY) 1-844-234-5122 (ASL video phone) an EEOC field office (information at [www.eeoc.gov/field-office](http://www.eeoc.gov/field-office))  
**Visit** [www.eeoc.gov](http://www.eeoc.gov)  
**E-Mail** [info@eeoc.gov](mailto:info@eeoc.gov)

Additional information about the EEOC, including information about filing a charge of discrimination, is available at [www.eeoc.gov](http://www.eeoc.gov).



**EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS**  
The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) enforces the nondiscrimination and affirmative action commitments of companies doing business with the Federal Government. If you are applying for a job with, or are an employee of, a company with a Federal contract or subcontract, you are protected under Federal law from discrimination on the following bases:

**Race, Color, Religion, Sex, Sexual Orientation, Gender Identity, National Origin**  
Executive Order 11246, as amended, prohibits employment discrimination by Federal contractors based on race, color, religion, sex, sexual orientation, gender identity, or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment.

**Asking About, Disclosing, or Discussing Pay**  
Executive Order 11246, as amended, protects applicants and employees of Federal contractors from discrimination based on inquiring about, disclosing, or discussing their compensation or the compensation of other applicants or employees.

**Disability**  
Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals with disabilities from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment by Federal contractors. 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 to the employer. Section 503 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.

**Protected Veteran Status**  
The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, prohibits employment discrimination against, and requires affirmative action to recruit, employ, and advance in employment, disabled veterans, recently separated veterans (i.e., within three years of discharge or release from active duty), active duty wartime or campaign badge veterans, or Armed Forces service medical veterans.

**Retaliation**  
Retaliation is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination by Federal contractors under these Federal laws. Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations under OFCCP's authorities should contact immediately:  
The Office of Federal Contract Compliance Programs (OFCCP)  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, D.C. 20210  
1-800-397-6251 (toll-free)  
If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services. OFCCP may also be contacted by submitting a question online to OFCCP's Help Desk at <https://ofccphelpdesk.dol.gov/>, or by calling an OFCCP regional or district office, listed in most telephone directories under U.S. Government, Department of Labor and under OFCCP's "Contact Us" webpage at <https://www.dol.gov/agencies/ofccp/contact>.

**PROGRAMS OR ACTIVITIES RECEIVING FEDERAL FINANCIAL ASSISTANCE**  
**Race, Color, National Origin, Sex**  
In addition to the protections of Title VII of the Civil Rights Act of 1964, as amended, Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color or national origin in programs or activities receiving Federal financial assistance. Employment discrimination is covered by Title VI if the primary objective of the financial assistance is provision of employment, or where employment discrimination causes or may cause discrimination in providing services under such programs. Title IX of the Education Amendments of 1972 prohibits employment discrimination on the basis of sex in educational programs or activities which receive Federal financial assistance.

**Individuals with Disabilities**  
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.

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

REV. 10/20/2022

**FED** **EMPLOYEE RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT**

**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 employee's job;  
For qualifying exigencies 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 use leave in one block. When it is medically necessary or otherwise permitted, employees may take leave intermittently or on a reduced schedule.

Employees may choose, or 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.

An employer may not interfere with an individual's FMLA rights or retaliate against someone for using or trying to use FMLA leave, opposing any practice made unlawful by the FMLA, 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 employee must notify the employer as soon as possible and, generally, follow the employer's usual procedures.

Employees do not have to share 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 if the need for leave is for a reason for which FMLA leave was previously taken or certified.

Employers can require a certification or periodic recertification 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 employer 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 employee is not eligible, the employer must provide a reason for ineligibility. 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 supersede any state or local law or collective bargaining agreement that provides greater family or medical leave rights.

DEPARTMENT OF LABOR, UNITED STATES OF AMERICA **WHD** WAGE AND HOUR DIVISION, UNITED STATES DEPARTMENT OF LABOR, 1-866-4-USWAGE (1-866-487-9243) TTY: 1-877-889-5627, www.dol.gov/whd

REV. 04/2016

**IA** **Your Rights Under the Iowa Minimum Wage Law**

**Hourly Minimum Wage \$7.25**

The 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

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

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

150 DES MOINES STREET, DES MOINES, IA 50309-1836, PHONE: 515-725-5619, FAX: 515-725-4123, www.iowadivisionoflabor.gov

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, PHONE: 515-284-4625, www.dol.gov

REV. 01/20/2021

**NOTICE:** This state has its own minimum wage law. Employers are also required to display the Federal Employee Rights Under the Fair Labor Standards Act posting, which indicates the federal minimum wage. Where federal and state rates both apply to an employee, the U.S. Department of Labor dictates that the employee is entitled to the higher minimum wage rate.

THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY.

**IA** **Equal Employment Opportunity is the LAW**

**What Does Equal Employment Opportunity Mean?**  
It guarantees the right of all persons to apply and be considered for job opportunities on the basis of the person's ability to do the job. While employed, you should not be treated unfairly because of any of the protected characteristics.

**What Does the Law Cover?**  
Chapter 216 of the Code of Iowa, as amended, (The Iowa Civil Rights Act), prohibits discrimination in employment because of a person's:  
Race Age (18 and older)  
Creed National Origin  
Color Gender Identity  
Sex Sexual Orientation  
Pregnancy Disability  
Religion

**To Whom Does the Law Apply?**  
Persons who apply for employment with, or employees of, private employers, state and local governments, and public and private educational institutions with four or more employees.  
Employment agencies, labor unions, contractors, and subcontractors, and apprenticeship programs.

**What Other Resources Are Available to Help with a Discrimination Problem?**  
You may also contact the local human rights, rights or human relations agency in your area, or the U.S. Equal Employment Opportunity Commission (EEOC), a federal agency. The EEOC District Office is located at:  
310 West Wisconsin Ave., Suite 800, Milwaukee, WI 53203-2292, 414-297-1111  
EEOC enforces Title VII of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, religion, sex, or national origin; the Age Discrimination in Employment Act (ADEA), which protects persons age 40 or older; and the Americans with Disabilities Act (ADA).

**What Action Will an Agency Take?**  
The Commission's staff can answer questions about your rights under the Act and help you take the necessary steps to file a complaint if you decide to pursue a claim. Once a complaint is filed, the Commission will take all appropriate actions to process the complaint. There is no charge to file a complaint and you do not need an attorney to file a complaint with the Commission.

**What Should I Do if I Believe I've Been Discriminated Against?**  
You should immediately contact:  
Iowa Civil Rights Commission  
400 E. 14th Street, Gateway Building  
Des Moines, Iowa 50319  
515-281-4121, 1-800-457-4416  
515-242-5840 (FAX)  
<http://www.state.ia.us/government/crc>  
You may contact the Commission by telephone or mail for information, or assistance in filing a complaint. The Commission's office hours are 8:00 a.m. to 4:30 p.m., Monday through Friday. You may leave a message at 515-281-4121 after hours for a return call. **Your complaint must be filed within 300 days of the discriminatory act.**

**"Justice anywhere is a threat to justice everywhere." — Martin Luther King, Jr.**

**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.

**ONLINE**  
Go to [www.iowaworkforcedevelopment.gov](http://www.iowaworkforcedevelopment.gov) and click on the Apply for Unemployment link. You should file an initial claim the same week you are unemployed or working reduced hours. Your unemployment insurance claim DOES NOT begin on the date your job ended or your hours were reduced. Your claim is effective the Sunday of the week you apply.

**IN-PERSON**  
If you do not have access to a computer, visit the nearest IowaWORKS Center. 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.

**INFORMATION**  
For complete information about your unemployment insurance rights and responsibilities, review the Unemployment Handbook at [www.iowaworkforcedevelopment.gov](http://www.iowaworkforcedevelopment.gov). To register for work and learn more about available

work in your area, go to [www.iowaworks.gov](http://www.iowaworks.gov) or visit your nearest IowaWORKS Center.

IowaWORKS Center Locations:  
Burlington, Fort Dodge  
Carroll, Iowa City  
Cedar Rapids, Marshalltown  
Council Bluffs, Mason City  
Creston, Ottumwa  
Davenport, Sioux City  
Decorah, Spencer  
Des Moines, Waterloo  
Dubuque

IowaWORKS Centers are located in 17 cities. For the location of the IowaWORKS Center nearest you, call: 866-239-0843 or visit [www.iowaworkforcedevelopment.gov](http://www.iowaworkforcedevelopment.gov).

**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.  
LAW REQUIRES DISPLAYING THIS POSTER WHERE IT CAN EASILY BE SEEN BY ALL EMPLOYEES.

U.S. Department of Labor • 1-866-487-2365  
U.S. Department of Justice • Office of Special Counsel  
Employer Support of the Guard and Reserve • 1-800-336-4590

REV. 08/2018

**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.**

**REEMPLOYMENT RIGHTS**  
You have the right to be reemployed in your civilian job if you leave that job to perform service in the uniformed service and:  
you ensure that your employer receives advance written or verbal notice of your service;  
you have five years or less of cumulative service in the uniformed services while with that particular employer;  
you return to work or apply for reemployment in a timely manner after conclusion of service; and  
you have not been separated from service with a disqualifying discharge or under other than honorable conditions.

If you are eligible to be reemployed, you must be restored to the job and benefits you would have attained if you had not been absent due to military service or, in some cases, a comparable job.

**RIGHT TO BE FREE FROM DISCRIMINATION AND RETALIATION**  
If you:  
are a past or present member of the uniformed service;  
are obligated to serve in the uniformed service;  
have applied for membership in the uniformed service; or  
then an employer may not deny you:  
initial employment;  
promotion; or  
reemployment;  
any benefit of employment  
retention in employment;

because of this status.  
In addition, an employer may not retaliate against anyone assisting in the enforcement of USERRA rights, including testifying or making a statement in connection with a proceeding under USERRA, even if that person has no service connection.

**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 plan coverage for you and your dependents for up to 24 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 in your employer's health plan when you are reemployed, generally without any waiting periods or exclusions (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-DOL or visit its website at <https://www.dol.gov/agencies/vets/>. An interactive online USERRA Advisor can be viewed at <https://webapps.dol.gov/relaws/vets/userra>.  
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 for violations of 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: <https://www.dol.gov/agencies/vets/programs/userra/poster>. 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  
Employer Support of the Guard and Reserve • 1-800-336-4590

REV. 05/2022

**FED** **EMPLOYEE RIGHTS**

**EMPLOYEE POLYGRAPH PROTECTION ACT**

**The Employee Polygraph Protection Act prohibits most private employers from using lie detector tests either for pre-employment screening or during the course of employment.**

**PROHIBITIONS**  
Employers are generally prohibited from requiring or requesting any employee or job applicant to take a lie detector test, and from discharging, disciplining, or discriminating against an employee or prospective employee for refusing to take a test or 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 lie detector) tests to be administered in the private sector, subject to restrictions, to certain prospective employees of security service firms (armored car, alarm, and guard), and of pharmaceutical manufacturers, distributors and dispensers.

The Act also permits polygraph testing, subject to restrictions, of certain employees of private firms who are reasonably suspected of involvement in a workplace incident (theft, embezzlement, etc.) that resulted in economic loss to the employer.  
The law does not preempt any provision of any State or local law or any collective bargaining agreement which is more restrictive with respect to lie detector tests.

**EXAMINEE RIGHTS**  
Where polygraph tests are permitted, they are subject to numerous strict standards concerning the conduct and length of the test. Examinees have a number of specific rights, including the right to a written notice before testing, the right to refuse or discontinue a test, and the right not to have test results disclosed to unauthorized persons.

**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.**

DEPARTMENT OF LABOR, UNITED STATES OF AMERICA **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

**Workforce Development**  
**Job Safety and Health**  
**IT'S THE LAW!**

**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 unhealthy 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.  
Iowa OSHA Consultation can help you identify and correct hazards without citation or penalty.

To report a workplace fatality, hospitalization, amputation or the loss of an eye, visit [www.iowaosha.gov](http://www.iowaosha.gov) or call 877-242-6742.

For assistance and information contact:  
IOWA DIVISION OF LABOR SERVICES  
150 DES MOINES STREET  
DES MOINES, IOWA 50309-1836  
PHONE: 515-242-5870  
[www.iowaosha.gov](http://www.iowaosha.gov)

**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

70-8025  
REV. 01/2022

To update your labor law posters contact J.J. Keller & Associates, Inc. [JJKeller.com/LLPverfly](http://JJKeller.com/LLPverfly) 800-327-6868

**TWO** ways to verify poster compliance!  
**QR CODE** Scan with phone camera  
**OR** Enter to: [JJKeller.com/LLPverify](http://JJKeller.com/LLPverify)  
**ONLINE** Go to this code: 69358-102022

Update your labor law posters contact J.J. Keller & Associates, Inc. [JJKeller.com/LLPverfly](http://JJKeller.com/LLPverfly) 800-327-6868

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