REVISION DATE: 12/23

NEW YORK LABOR LAW POSTINGS



WHISTLEBLOWER PROTECTION LAW



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Notice of Employee Rights, Protections, and Obligations

Under Labor Law Section 740 Prohibited Retaliatory Personnel Action by Employers Effective January 26, 2022

§ 740. Retaliatory action by employers; prohibition.

- 1. **Definitions.** For purposes of this section, unless the context specifically indicates otherwise:
- (a) "Employee" means an individual who performs services for and under the control and direction of an employer for wages or other remuneration, including former employees, or natural persons employed as independent contractors to carry out work in furtherance of an employer's business enterprise who are not themselves employers.
- (b) "Employer" means any person, firm, partnership, institution, corporation, or association that employs one or more employees.
- (c) "Law, rule or regulation" includes: (i) any duly enacted federal, state or local statute or ordinance or executive order; (ii) any rule or regulation promulgated pursuant to such statute or ordinance or executive order; or (iii) any judicial or administrative decision, ruling or order.
- (d) "Public body" includes the following:
- (i) the United States Congress, any state legislature, or any elected local governmental body, or any member or employee thereof; (ii) any federal, state, or local court, or any member or employee thereof, or any grand or petit jury; (iii) any federal, state, or local regulatory, administrative, or public agency or authority, or instrumentality thereof;
- (iv) any federal, state, or local law enforcement agency, prosecutorial office, or police or peace officer;
- (v) any federal, state or local department of an executive branch of government; or
- (vi) any division, board, bureau, office, committee, or commission of any of the public bodies described in subparagraphs (i) through (v) of this paragraph.
- (e) "Retaliatory action" means an adverse action taken by an employer or his or her agent to discharge, threaten, penalize, or in any other manner discriminate against any employee or former employee exercising his or her rights under this section, including (i) adverse employment actions or threats to take such adverse employment actions against an employee in the terms of conditions of employment including but not limited to discharge, suspension, or demotion; (ii) actions or threats to take such actions that would adversely impact a former employee's current or future employment; or (iii) threatening to contact or contacting United States immigration authorities or otherwise reporting or threatening to report an employee's suspected citizenship or immigration status or the suspected citizenship or immigration status of an employee's family or household member, as defined in subdivision two of section four hundred fifty-nine-a of the social services law, to a federal, state, or local agency.

(f) "Supervisor" means any individual within an employer's organization who has the authority to direct and control the work performance of the affected employee; or who has

TIME OFF FOR VOTING

ATTENTION ALL EMPLOYEES

New York State Election Law Section 3-110 states that:

§ 3-110. Time allowed employees to vote

- 1. If a registered voter does not have sufficient time outside of his or her scheduled working hours, within which to vote on any day at which he or she may vote, at any election, he or she may, without loss of pay for up to two hours, take off so much working time as will, when added to his or her voting time outside his or her working hours, enable him or her to vote.
- 2. If an employee has four consecutive hours either between the opening of the polls and the beginning of his or her working shift, or between the end of his or her working shift and the closing of the polls, he or she shall be deemed to have sufficient time outside his or her working hours within which to vote. If he or she has less than four consecutive hours he or she may take off so much working time as will, when added to his or her voting time outside his or her working hours enable him or her to vote, but not more than two hours of which shall be without loss of pay, provided that he or she shall be allowed time off for voting only at the beginning or end of his or her working shift, as the employer may designate, unless otherwise mutually agreed.
- 3. If the employee requires working time off to vote the employee shall notify his or her employer not more than ten nor less than two working days before the day of the election that he or she requires time off to vote in accordance with the provisions of this section.
- 4. Not less than ten working days before every election, every employer shall post conspicuously in the place of work where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of this section. Such notice shall be kept posted until the close of the polls on election day.

Name

RIGHT TO KNOW

ATENCIÓN A TODOS LOS EMPLEADOS

La Sección 3-110 de la Ley Electoral del Estado de Nueva York establece que:

§ 3-110. Tiempo permitido para que los empleados vayan a votar

- 1. Si un votante inscrito no tiene suficiente tiempo fuera de sus horas laborables señaladas, para ir a votar en cualquier día en el que él o ella puede ir a votar, en cualquier momento durante las elecciones, él o ella, tiene hasta dos (2) horas sin la pérdida de sueldo para tomar tiempo de ir a votar, aparte de tiempo adicional que pueda tomar de su trabajo, que corre por su cuenta, o fuera de sus horas de trabajo que le permite ir a votar.
- 2. Si un empleado tiene cuatro (4) horas consecutivas, bien sea antes de la apertura de las urnas electorales y el inicio de su turno de trabajo, o entre el final de su turno de trabajo y el cierre de las urnas electorales, se entiende que él o ella tiene suficiente tiempo fuera de sus horas de trabajo para ir a votar. Si él o ella tiene menos de cuatro (4) horas consecutivas para ir a votar, puede tomar el tiempo de su trabajo. conforme a su voluntad, pero no más de las dos (2) horas permitidas sin la pérdida de sueldo, siempre y cuando se le pueda permitir tomar ese tiempo para ir a votar solamente antes del inicio de su turno de trabajo o al finalizar su turno de trabajo, conforme lo que designe el empleador; salvo que mutuamente concuerden en algún otro arreglo.
- 3. Si el empleado requiere tomar tiempo del trabajo para ir a votar, debe avisar a su empleador con no más de diez días de antelación, ni menos de dos días laborables antes de la fecha de ir a votar, conforme a lo dispuesto en esta sección.
- 4. Cada empleador conlleva la responsabilidad de publicar este aviso donde se dispone de las estipulaciones en esta sección, en un lugar fácilmente visible en el área de trabajo, con no menos de diez días laborables antes de cada elección. Dicho aviso permanecerá publicado hasta el momento del cierre de las urnas electorales en el día de las elecciones.

CORRECTION LAW

NEW YORK CORRECTION LAW ARTICLE 23-A

LICENSURE AND EMPLOYMENT OF PERSONS PREVIOUSLY CONVICTED OF ONE OR MORE CRIMINAL OFFENSES

Section 750. Definitions

752. Unfair discrimination against persons

753. Factors to be considered concerning a

previous criminal conviction; presumption.

§750. Definitions. For the purposes of this

article, the following terms shall have the

department, agency, board or commission.

754. Written statement upon denial of license or

(1) "Public agency" means the state or any

local subdivision thereof, or any state or local

(2) "Private employer" means any person,

association which employs ten or more persons.

(3) "Direct relationship" means that the

nature of criminal conduct for which the person

was convicted has a direct bearing on his fitness

(4) "License" means any certificate, license,

or ability to perform one or more of the duties

or responsibilities necessarily related to the

permit or grant of permission required by the

laws of this state, its political subdivisions

lawful practice of any occupation, employment,

or instrumentalities as a condition for the

Provided, however, that "license" shall not,

for the purposes of this article, include any

any explosive, pistol, handgun, rifle, shotgun,

(5) "Employment" means any occupation,

vocational or educational training. Provided,

§751. Applicability. The provisions of this

article shall apply to any application by any

or private employer, who has previously been

convicted of one or more criminal offenses

in this state or in any other jurisdiction,

and to any license or employment held by

any person whose conviction of one or more

criminal offenses in this state or in any

other jurisdiction preceded such employment or

granting of a license, except where a mandatory

forfeiture, disability or bar to employment is

imposed by law, and has not been removed by an

executive pardon, certificate of relief from

disabilities or certificate of good conduct.

Nothing in this article shall be construed to affect any right an employer may have with

respect to an intentional misrepresentation in

connection with an application for employment

made by a prospective employee or previously

§752. Unfair discrimination against persons

previously convicted of one or more criminal

offenses prohibited. No application for any

license or employment, and no employment or

license held by an individual, to which the

provisions of this article are applicable, shall

the individual's having been previously convicted

be denied or acted upon adversely by reason of

of one or more criminal offenses, or by reason

of a finding of lack of "good moral character" when such finding is based upon the fact that the

person for a license or employment at any public

however, that "employment" shall not, for the

purposes of this article, include membership in

vocation or employment, or any form of

any law enforcement agency.

made by a current employee.

trade, vocation, business, or profession.

license, opportunity, or job in question.

company, corporation, labor organization or

previously convicted of one or more criminal

751. Applicability.

offenses prohibited.

employment

755. Enforcement.

following meanings:

or other firearm.

individual has previously been convicted of one or more criminal offenses, unless:

(1) There is a direct relationship between one or more of the previous criminal offenses and the specific license or employment sought or held by the individual; or

(2) The issuance or continuation of the license or the granting or continuation of the employment would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public.

§753. Factors to be considered concerning a previous criminal conviction; presumption.

1. In making a determination pursuant to section seven hundred fifty-two of this chapter, the public agency or private employer shall consider the following factors:

(a) The public policy of this state, as expressed in this act, to encourage the licensure and employment of persons previously convicted of one or more criminal offenses.

(b) The specific duties and responsibilities necessarily related to the license or employment sought or held by the person.

(c) The bearing, if any, the criminal offense or offenses for which the person was previously convicted will have on his fitness or ability to perform one or more such duties or responsibilities

(d) The time which has elapsed since the occurrence of the criminal offense or offenses.

(e) The age of the person at the time of occurrence of the criminal offense or offenses.

license or permit to own, possess, carry, or fire (f) The seriousness of the offense or offenses.

> (g) Any information produced by the person, or produced on his behalf, in regard to his rehabilitation and good conduct.

(h) The legitimate interest of the public agency or private employer in protecting property, and the safety and welfare of specific individuals or the general public.

2. In making a determination pursuant to section seven hundred fifty-two of this chapter, the public agency or private employer shall also give consideration to a certificate of relief from disabilities or a certificate of good conduct issued to the applicant, which certificate shall create a presumption of rehabilitation in regard to the offense or offenses specified therein.

§754. Written statement upon denial of license or employment. At the request of any person previously convicted of one or more criminal offenses who has been denied a license or employment, a public agency or private employer shall provide, within thirty days of a request, a written statement setting forth the reasons for such denial.

\$755. Enforcement

VETERAN BENEFITS AND SERVICE

1. In relation to actions by public agencies, the provisions of this article shall be enforceable by a proceeding brought pursuant to article seventy-eight of the civil practice law and rules.

2. In relation to actions by private employers, the provisions of this article shall be enforceable by the division of human rights pursuant to the powers and procedures set forth in article fifteen of the executive law, and, concurrently, by the New York city commission on human rights.

managerial authority to take corrective action regarding the violation of the law, rule or regulation of which the employee complains

- 2. Prohibitions. An employer shall not take any retaliatory action against an employee, whether or not within the scope of the employee's job duties, because such employee does any of the following:
- (a) discloses, or threatens to disclose to a supervisor or to a public body an activity, policy or practice of the employer that the employee reasonably believes is in violation of law, rule or regulation or that the employee reasonably believes poses a substantial and specific danger to the public health or safety;
- (b) provides information to, or testifies before, any public body conducting an investigation, hearing or inquiry into any such activity, policy or practice by such employer; or

(c) objects to, or refuses to participate in any such activity, policy or practice.

- **Application.** The protection against retaliatory action provided by paragraph (a) of subdivision two of this section pertaining to disclosure to a public body shall not apply to an employee who makes such disclosure to a public body unless the employee has made a good faith effort to notify his or her employer by bringing the activity, policy or practice to the attention of a supervisor of the employer and has afforded such employer a reasonable opportunity to correct such activity, policy or practice. Such employer notification shall not be required where:
- (a) there is an imminent and serious danger to the public health or safety;
- (b) the employee reasonably believes that reporting to the supervisor would result in a destruction of evidence or other concealment of the activity, policy or practice;
- (c) such activity, policy or practice could reasonably be expected to lead to endangering the welfare of a minor;
- (d) the employee reasonably believes that reporting to the supervisor would result in physical harm to the employee or any other person; or
- (e) the employee reasonably believes that the supervisor is already aware of the activity, policy or practice and will not correct such activity, policy or practice.

Violation: remedy.

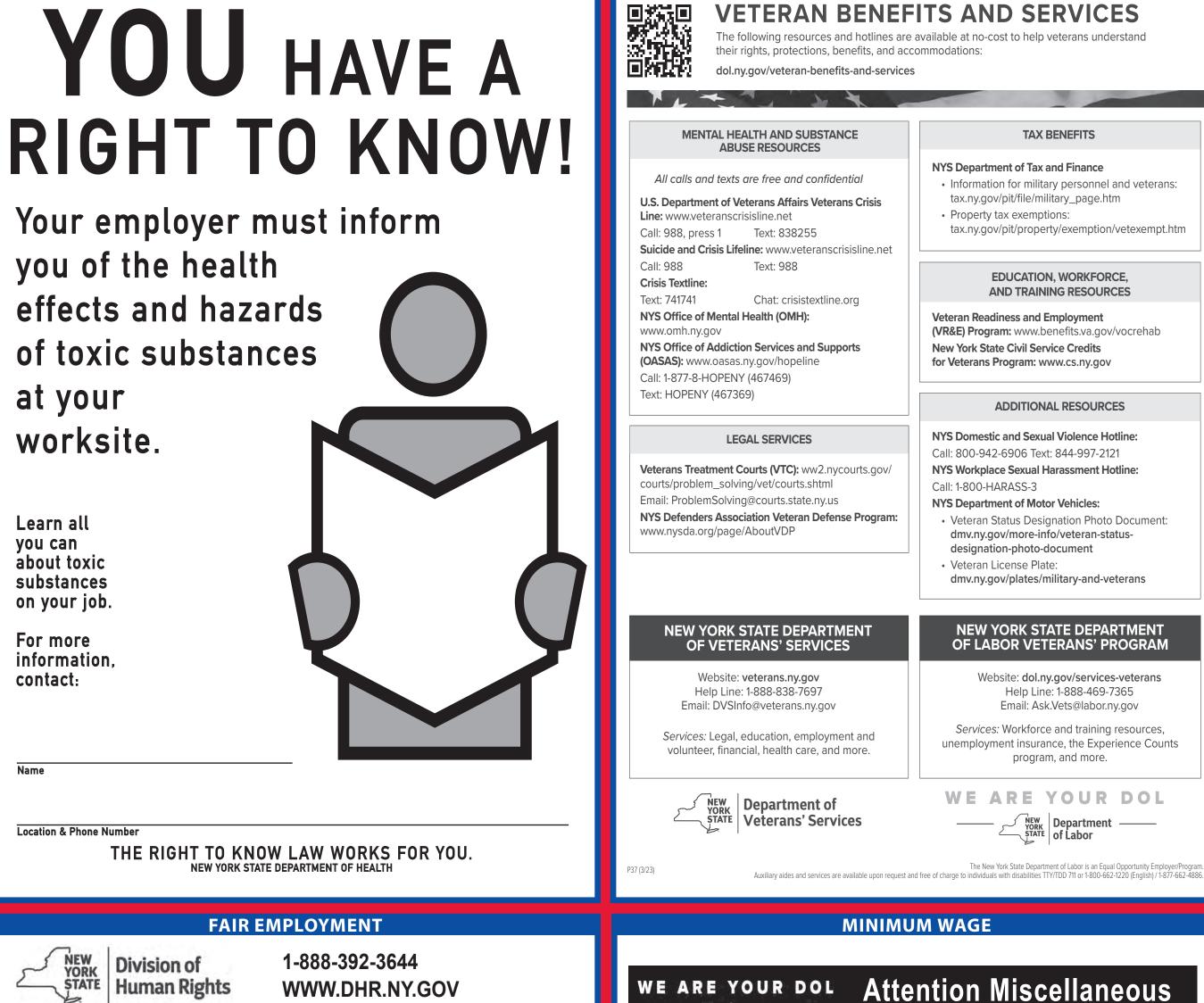
- (a) An employee who has been the subject of a retaliatory action in violation of this section may institute a civil action in a court of competent jurisdiction for relief as set forth in subdivision five of this section within two years after the alleged retaliatory action was taken.
- (b) Any action authorized by this section may be brought in the county in which the alleged retaliatory action occurred, in the county in which the complainant resides, or in the county in which the employer has its principal place of business. In any such action, the parties shall be entitled to a jury trial.
- (c) It shall be a defense to any action brought pursuant to this section that the retaliatory action was predicated upon grounds other than the employee's exercise of any rights protected by this section.
- **Relief.** In any action brought pursuant to subdivision four of this section, the court may order relief as follows:
- (a) an injunction to restrain continued violation of this section;
- (b) the reinstatement of the employee to the same position held before the retaliatory action, or to an equivalent position, or front pay in lieu thereof;
- (c) the reinstatement of full fringe benefits and seniority rights;
- (d) the compensation for lost wages, benefits and other remuneration;
- (e) the payment by the employer of reasonable costs, disbursements, and attorney's fees;
- (f) a civil penalty of an amount not to exceed ten thousand dollars; and/or
- (g) the payment by the employer of punitive damages, if the violation was willful, malicious or wanton.
- 6. Employer relief. A court, in its discretion, may also order that reasonable attorneys' fees and court costs and disbursements be awarded to an employer if the court determines that an action brought by an employee under this section was without basis in law or in fact.
- Existing rights. Nothing in this section shall be deemed to diminish the rights, privileges, or remedies of any employee under any other law or regulation or under any collective bargaining agreement or employment contract.
- 8. Publication. Every employer shall inform employees of their protections, rights and obligations under this section, by posting a notice thereof. Such notices shall be posted conspicuously in easily accessible and well-lighted places customarily frequented by employees and applicants for employment.

To Be Posted Conspicuously in easily accessible and well-lighted places customarily frequented by employees and applicants for employment. LS 740 (02/22)

FRINGE BENEFITS AND HOURS

FRINGE BENEFITS AND HOURS

The Following Information Constitutes Employer's Policy on Fringe Benefits.



CICK I DAVE

SICK LEAVE:	THIS ESTABLISHMENT IS SUBJECT TO THE NEW YORK STATE HUMAN RIGHTS LAW (EXECUTIVE LAW, ARTICLE 15)ESTE ESTABLECIMIENTO ESTÁ SUJETO A LA LEY DE DERECHOS HUMANOS DEL ESTADO DE NUEVA YORK (LEY EJECUTIVA, SECCIÓN 15)	Very Vork Popartment STATE of Labor	ndustry Employees
	DISCRIMINATION BASED UPON AGE, RACE, CREED, COLOR, LA LEY DE DERECHOS HUMANOS DEL ESTADO DE NUEVA YORK NATIONAL ORIGIN, SEXUAL ORIENTATION, MILITARY STATUS, PROHÍBE LA DISCRIMINACIÓN POR EDAD, RAZA, CREDO, COLOR, SEX, PREGNANCY, GENDER IDENTITY OR EXPRESSION, ORIGEN NACIONAL, ORIENTACIÓN SEXUAL, ESTATUS MILITAR, SEXO,	Minimum Wage hourly rates effective 1/1/2024 – 12/31/2024 New York City	
	DISABILITY OR MARITAL STATUS IS PROHIBITED BY THE NEW EMBARAZO, IDENTIDAD O EXPRESIÓN DE GÉNERO, DISCAPACIDAD O YORK STATE HUMAN RIGHTS LAW. SEXUAL HARASSMENT ESTADO CIVIL. TAMBIÉN ESTÁ PROHIBIDO EL ACOSO SEXUAL O EL OR HARASSMENT BASED UPON ANY OF THESE PROTECTED ACOSO POR CUALQUIERA DE ESTAS CLASES PROTEGIDAS.		
	CLASSES ALSO IS PROHIBITED.	Large Employers (11 or more employees)	Small Employers (10 or less employees)
VACATION TIME:	ALL EMPLOYERS (until February 8, 2020, only employers with 4 or more employees are covered), EMPLOYMENT AGENCIES, LABOR ORGANIZATIONS AND APPRENTICESHIP TRAINING PROGRAMS Also prohibited: discrimination in employment on the basis of Sabbath observance or religious practices; hairstyles associated with race (also applies to all areas listed below); prior arrest or conviction record;	Minimum Wage \$16.00 Overtime after 40 hours \$24.00	Minimum Wage \$16.00 Overtime after 40 hours \$24.00
	predisposing genetic characteristics; familial status; pregnancy-related conditions; domestic violence victim status. Reasonable accommodations for persons with disabilities and	Tipped workers \$16.00	Tipped workers \$16.00
	Es posible que sea necesario hacer acomodos razonables para personas con discapacidades y condiciones relacionadas con el embarazo incluyendo lactación. Un arreglo razonable es una adaptación a un trabajo o entorno laboral que permita que una persona con discapacidad realice las tareas esencial functions of a job in a reasonable manner.	Overtime after 40 hours \$24.00	Overtime after 40 hours \$24.00
PERSONAL LEAVE:	Also covered: domestic workers are protected from harassment and retaliation; interns and nonemployees working in the workplace (for example temp or contract workers) are protected from all discrimination described above. También están cubiertos: trabajadores domésticos están protegidos en casos acoso y represalias; internos y no empleados cuales trabajan en el lugar de trabajo (por ejemplo trabajadores temporarios o contratantes) están protegidos de toda discriminación described above.	Long Island and Westchester County	Remainder of New York State
	RENTAL, LEASE OR SALE OF HOUSING, LAND AND COMMERCIAL SPACE, INCLUDING ACTIVITIES OF REAL ESTATE BROKERS AND SALES PEOPLE Also prohibited: discrimination on the basis of lawful source of income (for example housing vouchers, disability benefits, child support); familial status (families with children or being pregnant); prior arrest or sealed conviction; commercial boycotts or blockbusting Reasonable accommodations and modifications for persons with	Minimum Wage\$16.00Overtime after 40 hours\$24.00Tipped workers Overtime after 40 hours\$16.00 \$24.00	Minimum Wage\$15.00Overtime after 40 hours\$22.50Tipped workers\$15.00Overtime after 40 hours\$22.50
HOLIDAYS:	disabilities may also be required. Does not apply to: (1) rental of an apartment in an owner-occupied two-family house (2) restrictions of all rooms in a housing accommodation to individuals of the same sex (3) rental of a room by the occupant of a house or apartment (4) sale, rental, or lease of accommodations of housing exclusively to persons 55 years of age or older, and the spouse of such persons ALL CREDIT TRANSACTIONS INCLUDING FINANCING FOR ALL CREDIT TRANSACTIONS INCLUDING FINANCING FINANCING FINANCING FI	If you have questions, need more information or want to file a complaint, please visit <u>www.labor.ny.gov/minimumwage</u> or call: 1-888-469-7365 . Credits and Allowances that may reduce your pay below the minimum wage rates Extra Pay you may be owed in addition to the minimum wage rates shown above:	
HOURS:	PURCHASE, MAINTENANCE AND REPAIR OF HOUSING PLACES OF PUBLIC ACCOMMODATION SUCH AS RESTAURANTS, HOTELS, HOSPITALS AND MEDICAL OFFICES, CLUBS, PARKS AND GOVERNMENT OFFICES Exception: Age is not a covered classification relative to public accommodations. Reasonable accommodations for persons with disabilities may also be required. LUGARES DE ALOJAMIENTO PÚBLICO, COMO RESTAURANTES, HOTELES, HOSPITALES Y CONSULTORIOS MÉDICOS, CLUBS, PARQUES Y OFFICINAS DEL GOBIERNO. EDUCATION INSTITUTIONS All public schools and private nonprofit schools, at all education levels,	 (por ejemplo, familias con hijos). TODAS TRANSACCIONES CREDITICIAS INCLUYENDO FINANCIAMENTO PARA LA COMPRA, MANTENIMIENTO Y REPARACION DE VIVIENDAS LUGARES DE ALOJAMIENTO PÚBLICO, COMO RESTAURANTES, HOTELES, HOSPITALES Y CONSULTORIOS MÉDICOS, CLUBS, PARQUES Y OFFICINAS DEL GOBIERNO. Excepción: La edad no es una clasificación cubierta respecto a los alojamientos públicos. Es posible que sea necesario realizar arregios razonables para personas con discapacidades. INSTITUCIONES EDUCATIVAS INSTITUCIONES EDUCATIVAS Todas las escuelas publicas y escuelas privadas sin ánimo de lucro, en todos Ios niveles, excluyendo escuelas dirigidas por organizaciones religiosas. PUBLICIDAD Y SOLICITUDES RELACIONADAS CON EL EMPLEO, LOS INMUEBLES, LOS LUGARES DE ALOJAMIENTO PÚBLICO Y LAS TRANSACCIONES CREDITICIAS NO DEBEN EXPRESAR NINGUN ACTO 	Call-in pay – If you go to work as scheduled and your
	ADVERTISING AND APPLICATIONS RELATING TO EMPLOYMENT, REAL ESTATE, PLACES OF PUBLIC ACCOMMODATION AND CREDIT TRANSACTIONS MAY NOT EXPRESS ANY DISCRIMINATION If you wish to file a formal complaint with the Division of Human Rights.		employer sends you home early, you may be entitled to extra hours of pay at the minimum wage rate for that day. Spread of hours – If your workday lasts longer than ten hours, you may be entitled to extra daily pay. The daily rate is equal to one hour of pay at the minimum wage rate. Uniform maintenance – If you clean your own uniform, you
Pursuant to N.Y. State Consolidated Laws Chapter 31, Article 6, Sec. 195.5 This notice must be posted in a conspicuous place where notices to employees are customarily posted.	Si desea presentar una demanda formal ante la División de Derechos Humanos, debe hacerlo dentro de un año desde que ocurra la discriminación. Si desea presentar una demanda formal ante la División de Derechos Humanos, debe hacerlo dentro de un año desde que ocurra la discriminación. Los servicios de la División se ofrecen sin cargo. Si desea presentar una demanda ante el Tribunal Estatal, puede hacerlo		may be entitled to additional weekly pay. The weekly rates are available online.
	Retaliation for filing a complaint or opposing discriminatory practices is prohibited. You may file a complaint with the Division if you have been retaliated against. FOR FURTHER INFORMATION, WRITE OR CALL THE DIVISION'S NEAREST OFFICE. HEADQUARTERS: ONE FORDHAM PLAZA, 4TH FLOOR, BRONX, NY 10458 ONE FORDHAM PLAZA, 4TH FLOOR, BRONX, NY 10458	LS 207 (11/23) Minimum V	Vage Poster Post in Plain Viev