

## Federal Workplace Poster Requirements for Small Businesses and Other Employers

Some of the statutes and regulations enforced by agencies within the Department of Labor (DOL) require that posters or notices be posted in the workplace. Please note that posting requirements vary by statute; that is, not all employers are covered by each of the Department's statutes and thus may not be required to post a specific notice. For more information about poster requirements or other compliance assistance matters, visit the DOL at [www.dol.gov](http://www.dol.gov) or email [contact-OSBP@dol.gov](mailto:contact-OSBP@dol.gov).

### U.S. DEPARTMENT OF LABOR WORKPLACE POSTER REQUIREMENTS FOR SMALL BUSINESSES AND OTHER EMPLOYERS

POSTER	WHO MUST POST	CITATIONS / PENALTY	OTHER INFORMATION
<b><u>JOB SAFETY AND HEALTH PROTECTION</u></b> Occupational Safety and Health Administration. 29 USC 657(c), 29 CFR 1903.2	Private employers engaged in a business affecting commerce. Does not apply to federal, state or political subdivisions of states.	Any covered employer failing to post the poster may be subject to citation and penalty.	Employers in states operating OSHA-approved state plans should obtain and post the state's equivalent poster.
<b><u>EQUAL EMPLOYMENT OPPORTUNITY IS THE LAW</u></b> Employment Standards Administration, Office of Federal Contract Compliance Programs. Executive Order 11246, as amended; Section 503 of the Rehabilitation Act of 1973, as amended; 38 U.S.C. 4212 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended; 41 CFR Chapter 60-I .42; 41 C.F.R 60-250.4(k); 41 C.F.R. 60-74 1.5(a)4	Entities holding federal contracts or subcontracts or federally assisted construction contracts of \$10,000 or more; financial institutions which are issuing and paying agents for U.S. savings bonds and savings notes; depositories of federal funds or entities having government bills of lading.	Appropriate contract sanctions may be imposed for uncorrected violations.	Post copies of the poster in conspicuous places available to employees, applicants for employment, and representatives of labor organizations with which there is a collective bargaining agreement. Also, non construction contractors or subcontractors with 50 or more employees and a contract of \$50,000 or more [otherwise required by 41 CFR 60-2.1 (a)] should develop an equal opportunity policy as part of an affirmative action plan and post the policy on company bulletin boards. 41 CFR 60-2.2 1 (a)(9).
<b><u>FEDERAL MINIMUM WAGE</u></b> Employment Standards Administration, Wage and Hour Division (Fair Labor Standards Act). 29 CFR 5 16.4 (Applicable to employers with employees in American Samoa). 29 CFR 697.2	Every private, federal, state and local government employer employing any employee subject to the Fair Labor Standards Act, 29 USC 211, 29 CFR 5 16.4.	No citations or penalties for failure to post.	Any employer of employees to whom sec. 7 of the Fair Labor Standards Act does not apply may alter or modify the poster legibly to show that the overtime provisions do not apply.
<b><u>NOTICE TO WORKERS WITH DISABILITIES PAID AT SPECIAL MINIMUM WAGES</u></b> Employment Standards Administration, Wage and Hour Division. 29 CFR 525.14	Every employer having workers employed under special minimum wage certificates authorized by section 14(c) of the Fair Labor Standards Act.	No citations or penalties for failure to post.	Where an employer finds it inappropriate to post such a notice, the employer may provide the poster directly to all employees subject to its terms.