

WISCONSIN FAIR EMPLOYMENT LAW

Section 111.31-111.395 Wisconsin Statutes and DWD 218 Wisconsin Administrative Code requires that all employers prominently display this Poster in all places of employment.

It is unlawful to discriminate against employees and job applicants because of their:

- ▶ Sex
- ▶ Color
- ▶ Ancestry
- ▶ Disability
- ▶ Marital Status
- ▶ Race
- ▶ Creed (Religion)
- ▶ Age (40 or Over)
- ▶ Declining to Attend a Meeting or Participate in any Communication About Religious or Political Matters
- ▶ Use of Lawful Products
- ▶ Arrest or Conviction
- ▶ Honesty Testing
- ▶ National Origin
- ▶ Pregnancy or Childbirth
- ▶ Sexual Orientation
- ▶ Genetic Testing
- ▶ Military Service

This law applies to employers, employment agencies, labor unions and licensing agencies.

Employers may not require certain types of honesty testing or genetic testing as a condition of employment, nor discipline an employee because of the results.

Employees may not be harassed in the workplace based on their protected status nor retaliated against for filing a complaint, for assisting with a complaint, or for opposing discrimination in the workplace.

There is a 300-day time limit for filing a discrimination complaint.

For more information or a copy of the law and the administrative rules contact:



**STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION**



201 E WASHINGTON AVE ROOM A100
PO BOX 8928
MADISON WI 53708-8928

Telephone: (608) 266-6860
TTY: (608) 264-8752

819 N 6TH ST
ROOM 723
MILWAUKEE WI 53203

Telephone: (414) 227-4384
TTY: (414) 227-4081

Website: <http://dwd.wisconsin.gov/er/>

The Department of Workforce Development is an equal opportunity employer and service provider. If you have a disability and need to access this information in an alternate format or need it translated to another language, please contact us.

LEY DE EMPLEO JUSTO DE WISCONSIN

Sección 111.31-111.395 estatutos de Wisconsin y el código administrativo de DWD 218
Wisconsin requiere que todos los patrones exhiban prominente este cartel en todos los lugares del empleo.

Es contra la ley el discriminar contra trabajadores o personas que solicitan empleo debido a su:

- ▶ Sexo
- ▶ Color
- ▶ Ascendencia
- ▶ Incapacidad Física o Mental
- ▶ Estado Civil
- ▶ Raza
- ▶ Credo (Religión)
- ▶ Edad (40 y Mayor)
- ▶ Negarse a asistir a una reunión o participar en cualquier comunicación (“sobre” o “en relación” con) asuntos religiosos o políticos
- ▶ Uso de Productos Legales
- ▶ Antecedentes de Arresto o Convicción
- ▶ Exámenes de Honestidad
- ▶ Nacionalidad de Origen
- ▶ Embarazo o Nacimiento
- ▶ Orientación Sexual
- ▶ Examen Genético
- ▶ Servicio Militar

Las empresas o patrones no pueden requerir ciertos tipos de exámenes como condición de empleo, ni pueden disciplinar a un empleado basándose solamente en los resultados de esos exámenes.

Los trabajadores no pueden ser hostigados o acosados en su lugar de trabajo, ni ser sometidos a represalias como resultado de presentar una queja, o ayudar con una queja, o por oponerse a la discriminación en el lugar de empleo.

Esta ley aplica a patrones, lugares de trabajo, agencias de empleo, uniones laborales (sindicatos), y agencias que certifican o dan licencias. Existe un límite de 300 días para presentar una queja.

Para mayor información, o para obtener una copia de la ley o del reglamento administrativo, póngase en contacto con:



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PO BOX 8928
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El Departamento de Workforce Development (Desarrollo de la Fuerza Laboral) no discrimina con respecto a incapacidad en la provisión de servicios o en el empleo. Si usted necesita la información de este folleto en un formato diferente, o que se la interpreten, o necesita ayuda para usar el servicio, por favor póngase en contacto con nosotros. Las personas que son sordas, o tienen dificultad para oír o hablar, pueden comunicarse usando los números de TTY dados arriba

WISCONSIN FAMILY AND MEDICAL LEAVE ACT

Section 103.10, Wisconsin Statutes, requires that all employers with 50 or more employees display a copy of this poster in the workplace. Employers with 25 or more employees are required to post their particular leave policy.

Under state law all employers with 50 or more permanent employees must allow employees of either sex:

- ▶ Up to six (6) weeks leave in a calendar year for the birth or adoption of the employee's child, providing the leave begins within sixteen (16) weeks of the birth or placement of that child.
- ▶ Up to two (2) weeks of leave in a calendar year for the care of a child, spouse, domestic partner, as defined in § 40.02(21c) or 770.01(1) or parent or a parent of a domestic partner with a serious health condition.
- ▶ Up to two (2) weeks leave in a calendar year for the employee's own serious health condition.

This law only applies to an employee who has worked for the employer more than 52 consecutive weeks and for at least 1000 hours during that 52-week period. The law also requires that employees be allowed to substitute paid or unpaid leave provided by the employer for Wisconsin Family and Medical Leave. Employers may have leave policies, which are more generous than leaves required by the law.

A complaint concerning a denial of rights under this law must be filed within 30 days after the violation occurs or the employee should have reasonably known that the violation occurred, whichever is later.

For answers to questions about the law, a complete copy of the law, or to make a complaint about a denial of rights under the law contact:



**STATE OF WISCONSIN
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EQUAL RIGHTS DIVISION**



201 E WASHINGTON AVE, ROOM A100
PO BOX 8928
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LEY DE DERECHO DE AUSENCIA FAMILIAR Y MÉDICA DE WISCONSIN

La Sección 103.10 de la Ley estatal requiere que todas las compañías/agencias con más de cincuenta (50) empleados pongan este aviso en un sitio visible en el área de trabajo. Las compañías/agencias con más de veinticinco (25) empleados también tienen la obligación de poner a la vista un aviso de sus propias reglas para ausencias.

Bajo la ley estatal, todas las compañías/agencias con más de cincuenta (50) empleados permanentes tienen que darles a sus empleados de cualquier sexo:

- hasta seis (6) semanas de derecho de ausencia debida al nacimiento o adopción de un niño(a) del empleado. La ausencia tiene que empezar en las primeras dieciséis (16) semanas del nacimiento o adopción del niño(a).
- hasta dos (2) semanas de derecho de ausencia para cuidar a un hijo(a), esposo(a), pareja de hecho o padre/madre que sufren de una enfermedad seria.
- hasta dos (2) semanas de derecho de ausencia si el empleado(a) sufre de una enfermedad seria.

Esta ley es aplicable solamente si el empleado(a) ha trabajado para la misma compañía/agencia por más de cincuenta y dos (52) semanas consecutivas y por lo menos mil (1000) horas durante esas 52 semanas. La ley también requiere que se permita a los empleados sustituir licencia con paga o impago provista por el empleador o patrono para el propósito de Ausencia Familiar y Médica de Wisconsin. Las compañías/agencias pueden tener reglas propias que ofrecen períodos de ausencia más generosos que los que son requeridos por la ley.

Una queja referente a que le hayan negado los derechos otorgados por esta ley debe presentarse dentro de treinta (30) días después de que haya ocurrido la violación, o de que el empleado(a) debería haber sabido, dentro de lo razonable, que la violación ocurrió, cualquiera de las dos situaciones haya ocurrido ultima.

Para obtener respuestas a sus preguntas acerca de esta Ley, obtener una copia completa de la Ley, o para hacer una queja acerca de una violación de derechos bajo la Ley, póngase en contacto con:



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Employee Rights under Wisconsin's Business Closing/Mass Layoff Notification Law

Under Wisconsin law (Wis. Stat. § 109.07), employees have certain rights and employers have certain obligations to give proper notice to their employees and others before taking certain actions.

What is a "business closing" or "mass layoff"?

A "business closing" requires notice if there is a permanent or temporary shutdown of an employment site or of one or more facilities or operating units at an employment site or within a single municipality that affects 25 or more employees (not including "new" or "low-hour" employees).

A "mass layoff" requires notice if there is a reduction in the workforce that is not a "business closing" and which affects the following number of employees (excluding new or low hour employees) at an employment site or within a single municipality:

1. At least 25% of the employer's workforce or 25 employees, whichever is greater or
2. At least 500 employees.

Employees are counted if their employment is terminated (not including discharges for cause, voluntary departures, or retirements), if they are laid off for more than 6 months, or if their hours are reduced more than 50 percent during each month of any 6-month period, as the result of a business closing or mass layoff. New or low-hour employees - who have been employed for fewer than 6 of the 12 months preceding the date on which a notice is required or who average fewer than 20 hours of work per week - are **not** counted.

Who must provide notice and when?

With certain exceptions, businesses employing 50 or more persons in the State of Wisconsin must provide written notice 60 days before implementing a "business closing" or "mass layoff" in this state. The federal or state government (and their political subdivisions), charitable or tax exempt institutions and organizations, and independent contractors are not covered under this law and do not have to provide notice. Additional exceptions exist in various situations involving strikes or lockouts, sales, relocations, temporary or seasonal employment, unforeseeable circumstances, natural or man-made disasters, temporary cessation in operations, or businesses in financial trouble.

What employees are entitled to receive notice?

Employees are entitled to receive notice if they are counted as part of "business closing" or "mass layoff." New or low-hour employees may also be entitled to receive notice in situations where there is a "business closing" or "mass layoff."

What can employees recover if notice is required and not given?

If an employer implements a "business closing" or "mass layoff" without providing required notice, an affected employee may recover back pay and benefits for each day that required notice was not provided (up to a maximum of 60 days). An affected employee may also recover attorney fees and costs in a lawsuit.

If you have questions regarding this law or wish to file a complaint, call or write us at:

**STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION**

201 E WASHINGTON AVE ROOM A100

PO BOX 8928

MADISON WI 53708

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Hours and Times of Day Minors May Work in Wisconsin

State and federal laws do not limit the hours that minors 16 years of age or over may work, except that they may not be employed or permitted to work during hours of required school attendance under Wis. Stat. § 118.15.

State and federal laws also permit minors under 16 to work up to seven days per week in the delivery of newspapers and agriculture. In most other types of labor, minors under 16 may only work six days a week.

Most employers must obtain work permits for minors under 16 before permitting them to work. For further information, see the Wisconsin Employment of Minors Guide (ERD-4758-P).

Maximum Hours of Work for 14 & 15 year-old minors	After Labor Day through May 31	June 1 through Labor Day
Daily Hours		
Non-School Days	8 hours	8 hours
School Days	3 hours	3 hours
Weekly Hours		
Non-School Weeks	40 hours	40 hours
School Weeks	18 hours	18 hours
Permitted Time of Day	7am-7pm	7am-9pm

Employers subject to both federal and state laws must comply with the more stringent section of the two laws.

State child labor laws prohibit work during times that minors are required to be in school, except for students participating in work experience and career exploration programs operated by the school.

Minors under 16 years of age are limited to the maximum hours and time of day restrictions even though they may work for more than one employer during the same day or week.

Minors under 14 years of age are allowed to work in certain occupations (e.g., street trades, agriculture, and work in school lunch programs. See the Wisconsin Employment of Minors Guide, ERD-4758-P, for more detail). These minors are subject to the same hourly and time of day restrictions as minors who are 14 or 15 years of age.

Minors under 18 years of age may not work more than 6 consecutive hours without having a 30-minute, duty free meal period.

Minors 16 & 17 years of age who are employed after 11:00 pm must have 8 hours of rest between the end of one shift and the start of the next shift.

Minimum Wage for minors is \$7.25 per hour. Employers may pay an "Opportunity Wage" of \$5.90 per hour for the first 90 days of employment. On the 91st day, the wage must increase to \$7.25 per hour.

For further information about the federal child labor laws call (608) 441-5221, or write to U.S. Department of Labor, Wage & Hour, 740 Regent Street, Suite 102, Madison, WI 53715.

For further information about the state child labor laws, call the Equal Rights Division in Madison (608) 266-6860 or Milwaukee (414) 227-4384.

DEPARTMENT OF WORKFORCE DEVELOPMENT - EQUAL RIGHTS DIVISION

PO BOX 8928 MADISON WI 53708

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Horas y Horarios del Día Que Menores Pueden Trabajar en Wisconsin

Las leyes estatales y federales no limitan las horas en las que menores de 16 años o más pueden trabajar, a excepción de que no pueden trabajar o no se les debe permitir trabajar durante las horas en las que deben asistir a la escuela bajo el Estatuto de Wisconsin § 118.15.

Las leyes estatales y federales tambien permiten que los menores de menos de 16 años trabajen hasta siete días por semana en el reparto de periódicos y en la agricultura. En la mayoría de otros tipos de trabajos, los menores de menos de 16 años solo pueden trabajar seis días por semana.

La mayoría de los empleadores deben obtener permisos de trabajo para menores de 16 años *antes* de permitir que trabajen. Para más información, vea la Guia de Empleo de Menores de Wisconsin. (ERD-4758-P).

Horas Máximas de Trabajo para menores de 14 & 15 años	Despues del Día del Trabajo hasta el 31 de mayo	Desde el 1° de junio hasta el Día del Trabajo
Horas Diarias		
Días sin Clases	8 horas	8 horas
Días de Clase	3 horas	3 horas
Horas Semanales		
Semanas sin Clases	40 horas	40 horas
Semanas de Clase	18 horas	18 horas
Horas Permitidas del Día	7am-7pm	7am-9pm

Empleadores sujetos tanto a las leyes federales como a las estatales deben cumplir con la sección más exigente de las dos leyes.

Las leyes estatales de trabajo de menores prohíben que los menores trabajen durante las horas en las que deben asistir a la escuela, a excepción de estudiantes que participen en programas de experiencia laboral y orientación vocacional organizados por su escuela.

Menores de menos de 16 años están limitados a las restricciones de horas máximas y de horas permitidas del día aún cuando pueden trabajar para más de un empleador durante el mismo día o la misma semana.

Menores de menos de 18 años no pueden trabajar más de 6 horas consecutivas sin tener un periodo de comida sin deberes de 30 minutos.

Menores de 16 y 17 años de edad que trabajan después de las 11:00pm deben de tener 8 horas de descanso entre el fin de un turno y el comienzo del próximo turno.

El Salario Minimo para menores es \$7.25 por hora. Empleadores pueden pagar un "Salario de Oportunidad" de \$5.90 por hora durante los primeros 90 días de empleo. En el día 91, el salario debe subir a \$7.25 por hora.

Para más información sobre las leyes federales de trabajo de menores, llame al (608) 441-5221, o escriba a U.S. Department of Labor, Wage & Hour, 740 Regent Street, Suite 102, Madison, WI 53715.

Para más información sobre las leyes estatales de trabajo de menores, llame a la Equal Rights Division en Madison al (608) 266-6860 o en Milwaukee al (414) 227-4384.

DEPARTMENT OF WORKFORCE DEVELOPMENT - EQUAL RIGHTS DIVISION

PO BOX 8928 MADISON WI 53708

Telephone: (608) 266-6860 TTY: (608) 264-8752

Website: <http://dwd.wisconsin.gov/er/>

El Departamento de Desarrollo Laboral provee oportunidades iguales en sus servicios. Si usted necesita asistencia para tener acceso a los servicios, o necesita materiales en otro formato, por favor póngase en contacto con nosotros. Las personas sordas o con impedimentos auditivos o del habla pueden llamarnos usando los números de TTY provistos.

Wisconsin Minimum Wage Rates

Effective July 24, 2009 (Wis. Stat. ch. 104)

General Minimum Wage Rates

Non-Opportunity Employees:	Opportunity Employees:
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\$7.25 per Hour	\$5.90 per Hour
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Minimum Wage Rates for Tipped Employees

Non-Opportunity Employees:	Opportunity Employees:
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\$2.33 per Hour	\$2.13 per Hour
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Note: "Opportunity employee" means an employee who is not yet 20 years old and who has been in employment status with a particular employer for 90 or fewer consecutive calendar days from the date of initial employment.

Minimum Wage Rates for All Agricultural Employees

Adults	\$7.25 per Hour
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Minors	\$7.25 per Hour
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Minimum Rates for Caddies

9 Holes	\$5.90	18 Holes	\$10.50
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For more information contact:

**STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION**

201 E WASHINGTON AVE, ROOM A100
MADISON WI 53703

819 N 6TH ST ROOM 723
MILWAUKEE WI 53203

PO BOX 8928
MADISON WI 53708-8928
Telephone: (608) 266-6860
TTY: (608) 264-8752

PO BOX 7997
MILWAUKEE WI 53707-7997
Telephone: (414) 227-4384
TTY: (414) 227-4081

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Wisconsin Maximum Allowances for Board and Lodging

Effective July 24, 2009

Non-Agricultural Employment

	Non-Opportunity Employees	Opportunity Employees
Meals	\$87.00 Per Week \$4.15 Per Meal	\$70.80 Per Week \$3.35 Per Meal
Lodging	\$58.00 Per Week \$8.30 Per Day	\$47.20 Per Week \$6.75 Per Day

Agricultural Employment

All Employees

Meals	\$87.00 Per Week \$4.15 Per Meal
Lodging	\$58.00 Per Week \$8.30 Per Day

Camp Counselor Employment

Weekly Salary for All Employees [Adults and Minors]

	Board & Lodging	Board Only	No Board or Lodging
Salary Rates	\$210.00	\$265.00	\$350.00

When board or lodging provided by an employer is accepted and received by an employee, the employer is permitted to deduct up to the above amounts from the worker's paycheck. The amounts deducted are used to determine if the employee is receiving the required minimum wage rates.

TARIFAS DE SALARIO MINIMO DE WISCONSIN

Efectivas el 24 de Julio de 2009

Tarifas Generales De Salario Minimo

Empleados que no son de Oportunidad:
\$7.25 Por Hora

Empleados de Oportunidad:
\$5.90 Por Hora

Tarifas De Salario Minimo Para Empleados Que Reciben Propinas

Empleados que no son de Oportunidad:
\$2.33 Por

Empleados de Oportunidad:
\$2.13 Por Hora

Nota: "Empleado de oportunidad" se refiere a un empleado que todavía no tiene 20 años de edad, el cual ha estado empleado con el empleador o patrono en particular durante 90 o menos días de calendario consecutivos a partir de la fecha en que comenzó su empleo.

Tarifas De Salario Minimo Para Empleados Agricolas

Adultos \$7.25 Por Hora

Menores \$7.25 Por Hora

Tarifas Minimas Para Caddies

9 Hoyos \$5.90 18 Hoyos \$10.50

Para mayor información póngase en contacto:

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION
LABOR STANDARDS BUREAU

201 E WASHINGTON AVE ROOM A300
PO BOX 8928
MADISON WI 53708

819 N 6th ST
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ASIGNACIONES MAXIMAS POR ALIMENTOS Y ALOJAMIENTO EN WISCONSIN

Efectivas el 24 de Julio de 2009

EMPLEO FUERA DE LA AGRICULTURA

	EMPLEADOS QUE NO SON DE OPORTUNIDAD	EMPLEADOS DE OPORTUNIDAD
Comidas	\$87.00 Por Semana \$4.15 Por Comida	\$70.80 Por Semana \$3.35 Por Comida
Alojamiento	\$58.00 Por Semana \$8.30 Por Día	\$47.20 Por Semana \$6.75 Por Día

EMPLEO AGRICOLA

Todos los Empleados

Comidas	\$87.00 Por Semana \$4.15 Por Comida
Alojamiento	\$58.00 Por Semana \$8.30 Por Día

EMPLEO DE CONSEJEROS DE CAMPAMENTO

Salario Semanal para Todos los Empleados

	Comida y Alojamiento	Comida Solamente	Sin Comida ni Alojamiento
Salario	\$210.00	\$265.00	\$350.00

Cuando un empleado acepta y recibe la comida o el alojamiento provisto por el empleador o patrono, está permitido que el empleador o patrono deduzca del cheque del trabajador hasta el monto correspondiente como se lo indica arriba. Las cantidades deducidas son usadas para determinar si el empleado está recibiendo las tarifas de salario mínimo requeridas.

Employee Protections Against Use of Honesty Testing Devices (Wis. Stat. § 111.37)

Employers who use honesty testing must display this poster in one or more conspicuous places where notices to employees are customarily posted.

Under Wisconsin law, requiring or requesting that an employee or applicant take an honesty test (lie detector) is unlawful or heavily regulated. Further, employers may not discriminate against a person who refuses to take a test or objects to its use.

Exceptions

An employer **may request** that an employee take a test in connection with an investigation involving economic loss or injury to a business if the employee is a reasonable suspect.

Honesty tests **can be used** by law enforcement agencies and certain businesses engaged in providing security services, alarm systems, and who manufacture, distribute or sell controlled substances.

Employee & Applicant Rights

Any legally permitted honesty test is subject to strict safeguards, including an examinee's right to proper notice, the right to discontinue a test at any time and the right to advance written notice of the questions to be asked.

Enforcement

Victims of unlawful honesty testing may file a complaint within **300 days** after the date the unfair honesty testing occurred, at one of the offices below.

STATE OF WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT EQUAL RIGHTS DIVISION

STREET ADDRESS:
201 E WASHINGTON AVE ROOM A100
MADISON WI 53703

819 N 6th ST ROOM 723
MILWAUKEE WI 53203

MAILING ADDRESS:
PO BOX 8928
MADISON, WI 53708-8928

PO BOX 7997
MADISON, WI 53707-7997

Telephone: (608) 266-6860
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Notification Required When Employers Decide to Cease Providing a Health Care Benefit Plan

Pursuant to Section 109.075 Wisconsin Statutes, Wisconsin employers who plan to discontinue health care benefits to current employees, retirees and dependents of employees or retirees in some instances must provide the affected individuals with 60 days advanced notice of the cessation of benefits.

Q: Which current or former employers must comply with this requirement?

A: Employers who operates a business enterprise in Wisconsin that employs 50 or more persons in this state must provide advanced written notice of employer's intention to cease providing health care benefits to affected parties.

Q: Who is an affected individual entitled to notification?

A: Employees, any union representing employees of that business, retirees, and dependents of employees and retires currently covered by the health care plan are entitled to receive 60 days advanced written notice that their benefits will cease.

Q: What would be the purpose of filing a complaint about not receiving advanced notification of a cessation of health care benefits?

A: A complainant who did not receive proper advanced notification may receive either the value of the insurance premium(s) for the period without notification or the actual value of medical expenses incurred during the non-notification period (maximum of 60 days).

Q: If I have questions concerning this requirement or if I wish to file a complaint about not receiving notification, who should I contact?

A: Contact either the Equal Rights Division in Milwaukee or Madison listed below.

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Retaliation Protection for Health Care Workers in Wisconsin

Any facility, as defined in s. 647.01 (4), or any hospital, nursing home, community based residential facility, county home, county infirmary, county hospital, county mental health complex or other place licensed or approved by the department of health and family services must display this poster in one or more conspicuous places where notices to employees are customarily posted.

Under section 146.997 of Wisconsin Statutes, as an employee of a health care facility or provider, you may not be disciplined at work for good faith reporting of:

- any potential violations of state or federal law by the health care facility or provider,
- any situation where care is provided in a manner that violates state or federal standards, laws, or recognized clinical or ethical standards.

Covered reporting includes internal reports to any director, officer, or supervisor of the health care facility or provider, or reports to an agency or body that accredits, certifies, or approves the facility or provider, unless disclosure is prohibited by law.

Victims of unlawful retaliation may file a complaint, **within 300 days** of the date the retaliation or threat of retaliation occurred, at one of the offices below.

**STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
EQUAL RIGHTS DIVISION**

201 E WASHINGTON AVE, ROOM A100
PO BOX 8928
MADISON WI 53708

819 N 6th ST
ROOM 723
MILWAUKEE WI 53203

Telephone: (608) 266-6860
TTY: (608) 264-8752

Telephone: (414) 227-4384
TTY: (414) 227-4081

Website: <http://dwd.wisconsin.gov/er/>

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WISCONSIN BONE MARROW AND ORGAN DONATION LEAVE ACT

Section 103.11, Wisconsin Statutes, requires all employers with 50 or more employees to display a copy of this poster in the workplace. Employers with 25 or more employees are required to post their particular leave policies.

Under state law all employers with 50 or more permanent employees must allow employees of either sex:

- Up to six (6) weeks leave in a 12-month period for the purpose of serving as a bone marrow or organ donor, provided that the employee provides his or her employer with written verification that the employee is to serve as a bone marrow or organ donor and so long as the leave is only for the period necessary for the employee to undergo the bone marrow or organ donation procedure and to recover from the procedure.

This law applies only to an employee who has worked for the employer more than 52 consecutive weeks and for at least 1000 hours during that 52-week period. The law also requires that employees be allowed to substitute paid or unpaid leave provided by the employer for Wisconsin Bone Marrow or Organ Donation Leave. Employers may have leave policies that are more generous than leaves required by the law.

A complaint concerning a denial of rights under this law must be filed within 30 days after the violation occurs or the employee should have reasonably known that the violation occurred, whichever is later.

For answers to questions about the law, a complete copy of the law, or to make a complaint about a denial of rights under the law contact:



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