

Federal Posting Requirements

Various federal and state laws require that certain posters be predominantly displayed in each office where notices to applicants and employees are customarily posted. Additionally, printed notices should be made available in an accessible format, as needed, to persons with disabilities that limit their ability to see or read.

There are six federal posters that must be displayed in an area common to all employees.

Other Products Of Interest

- [Paychex Direct Catalog](#)
- [Paychex Premier® Human Resources](#)
- [Employee Management Services](#)

- **Consolidated Equal Employment Opportunity (EEO)**
The Federal Equal Employment Opportunity Commission (EEOC) requires employers to post notices to employees of their rights against discrimination. Failure to post may result in a fine of \$110, plus a \$110 fine for each additional offense.
- **Federal Minimum Wage**
The Fair Labor Standards Act requires that covered employers display a poster informing employees of their rights to minimum wages and overtime. The Department of Labor may recover back wages either administratively or through court action for the employees that have been identified in violation of the law.
- **Job Safety and Health Protection (OSHA)**
The Occupational Safety and Health Act of 1970 requires that covered employers display a poster and procedures to follow as provided by the Occupational Safety and Health Administration. A violation of posting requirements can bring a penalty.
- **Notice of Protection Under the Employee Polygraph Protection Act**
The Employee Polygraph Protection Act of 1988 requires that employers must post copies of a poster defining employees' rights under the act.
- **Notice of Rights Under the Family and Medical Leave Act***
The Family and Medical Leave Act of 1993 requires that covered employers post a notice of the act's requirements in the language in which their employees are literate. The Department of Labor provides copies of the notice in both English and Spanish. Failure to comply may result in a \$100 fine for each separate offense.
- **Your Rights Under USERRA**
Employers are required to provide notice of the rights, benefits, and obligations of the Uniformed Services Employment and Reemployment Rights Act (USERRA) to all employees who might leave or be called for military service. This notice requirement can be satisfied by posting the Department of Labor's notice, *Your Rights Under USERRA*. Employers may instead provide notice to employees by hand, mail, or e-mail, as long as the required content is included.

Posting at satellite offices with less than 50 employees and more than 75 miles from the main office is also recommended.

* For employers with 50 or more employees.

Note: Additional postings may be required for public employers, federal contractors, and employers in certain industries.

State posting requirements

Each state also has its own regulations with regard to postings. Most states require posters for the following:

- Unemployment Insurance
- Workers' Compensation
- Discrimination/Fair Employment Practices
- Minimum Wage

Note: Additional posters may also be required for safety, child labor, and state-required leaves.

This information is furnished with the understanding that the publisher is not engaged in rendering legal or accounting advice. If legal or expert services are required, contact your attorney or accounting professional.