Thank you for choosing our eComply downloadable labor law posters with one year of free mandatory updates!

Your posters must be posted in a conspicuous location. Be sure to download all files.

**Printing & Posting Instructions**

- These PDF documents should be **printed on 8.5" x 11" paper** with the printer set to the "fit to page" or comparable option. Following these printing instructions will help ensure that you are complying with state and federal size and font requirements.

- Posters have a Publication Code in the lower left corner, below the red line, such as EC-CA-0122 MINIMUM WAGE. **Post pages with the same code together.**

- **Color requirements**: (for Colorado, Maryland, New Mexico, and North Carolina ONLY).*

- The Attention Employers letter that follows is for your information but should not be posted.

**IMPORTANT:** If your email address changes, be sure to notify us so that you continue to receive updates.

We are proud to be your most reliable resource for labor law compliance and we look forward to keeping you in compliance. Please contact us at 800-322-3636 if you have any questions.

* **Background color requirement** (applies to Colorado Anti-Discrimination, and Maryland Workers Compensation)

These posters will appear on your computer screen and print with the required color background if you have a color printer. If not, you must print these posters on the appropriate colored paper.

* **Identical poster requirement** (applies to North Carolina Workers Compensation and New Mexico Workers Compensation)

These posters must be identical to the state-issued poster which is in color. The posters will appear in color on your computer screen and must be printed using a color printer to match the original.
ATTENTION COLORADO EMPLOYERS

Our goal as your RELIABLE labor law poster company is to ensure that you are always in compliance! We would like to make you aware that there may be other requirements that your company is subject to in addition to posting your labor law posters in a conspicuous location.

- Employers must post a “COMPS Order” poster in a conspicuous location in the workplace. Newly hired remote employees must be provided the order within the first month and when employees ask to request a copy. Employers that distribute employee handbooks, manuals, or policies must include a copy of a “COMPS Order” inside. Employers that require employees to sign handbooks, manuals, or policies must include a copy of the order inside.

- Obtain and post a copy of the “Workers’ Compensation Act (WC49)” notice from your workers’ compensation insurance carrier if you do not already have one. This notice must be obtained directly from your insurance carrier because it contains information specific to your business.

- The “Notice of Pregnancy Accommodation” notice has been removed from the Colorado poster, and information on the Pregnant Workers Fairness Act has been added to the updated "Discrimination in Employment" notice. However, employers are still required to provide employees with written notice of their rights at the start of employment. For further information, contact the Colorado Division of Civil Rights at (303) 894-2997 (choose "0" to speak with an agent) or go to https://www.colorado.gov/dora/civil-rights.

- Locate the “Notice of Paydays” notice on your Colorado poster and fill out the time and place of payment in the space provided.

- The “Discrimination in Housing” and “Discrimination in Places of Public Accommodation” posters are included in the Colorado Discrimination Specialty Posters. Go to the following link to download a PDF of the poster: https://www.postercompliance.com/labor-law-posters/free-specialty-labor-law-posters/

- If applicants for employment are normally seen in an area other than where you post your federal labor law poster, you need to post four federal notices in this area where applicants can easily see them. Poster Compliance Center publishes a Federal Applicant Edition poster that includes all four of these notices. Call Customer Service at (800) 322-3636 if you would like to order this poster.

- If your state has an E-Verify law (used to determine if workers are eligible for employment), covered employers must register for E-Verify through the U.S. Department of Homeland Security (DHS) and must post required participation posters.
  - Only employers who have registered should post the required posters which can be downloaded free during registration.
  - DHS prohibits commercial sale of these posters by third parties.

For these reasons, E-Verify posters are not included on our state posters. For further information or to register for E-Verify, go to the DHS E-Verify home page at https://www.e-verify.gov or call 888-464-4218.

- Colorado has a No Smoking law, and covered employers must post required signs in their places of business. The signs must be posted in specific locations, such as building or room entrances. These location requirements cannot be met by including a no smoking sign on your labor law poster. Therefore, employers must obtain and post any required signs, and must also post a Tobacco-Free Workplace Policy. You can download the Tobacco-Free Workplace Policy document from our Free Specialty Labor Law Posters page: https://www.postercompliance.com/labor-law-posters/free-specialty-labor-law-posters

Poster Compliance Center publishes labor law posters that include all general required notices for employers. Depending on a company’s industry, type of commerce, sector, location, or workforce, additional specialized notices may be required by federal, state, or local governments or agencies. Examples can include notices for a municipality, notices for federal contractors, notices that must be posted for the public or job applicants (in addition to those posted for employees), a labor law notice required in another language for employees who do not speak English, public sector notices, signage that must be posted at a specific location in your business such as the entrance, or a notice that can only be obtained through an insurance company.

DISCLAIMER: This product is not intended to provide legal or financial advice or substitute for the advice of an attorney or advisor.

COSL (3-22)
COLORADO OVERTIME & MINIMUM PAY STANDARDS ORDER

COLORADO MINIMUM WAGE: $12.56/hour, or $9.54 for Tipped Employees, in 2022 (Rule 3)
- The minimum wage is adjusted each year for inflation, so the above amounts are for only 2022
- All employees must be paid at least the minimum wage (unless exempt in Rule 2), whether paid hourly or another way (salary, commission, piecework, etc.), except unincorporated minors can be paid 15% under full minimum wage
- Use the highest standard if other labor laws also apply, such as Denver’s minimum wage ($15.87 in 2022)

Overtime: 1½ times regular pay rates for hours over 40 weekly, 12 daily, or 12 consecutive
- Overtime is required each week over 40 hours, or day over 12, even if 2 or more weeks or days average fewer hours
- Employers cannot provide time off (“comp time”) instead of time-and-a-half premium pay for overtime hours
- Key variances/exemptions (all are detailed in Rules 2.3-2.4):
  - Modified overtime in a small number of health care jobs; exemption for certain heavy vehicle drivers
  - No 40-hour weekly overtime in downhill ski/snowboard jobs (but 56-hour overtime for many under federal law)
- Agriculture, as of 11/1/22: overtime after 60 hours, half-hour paid break in days over 12 hours, extra pay if over 13

Meal Periods: 30 minutes uninterrupted and duty-free, for shifts over 5 hours (Rule 1.9)
- Can be unpaid, but only if employees are completely relieved of all duties, and allowed to pursue personal activities
- If work makes uninterrupted meal periods impractical, eating on-duty must be permitted, and the time must be paid
- To the extent practical, meal periods must be at least 1 hour after starting and 1 hour before ending shifts

Rest Periods: 10 minutes, paid, every 4 hours (Rule 5.2)

Exemptions from COMPS (Rule 2.2 lists all; key exemptions are below)
- Executives/supervisors, administrators, and professionals paid at least a salary (not hourly wages) of $45,000 in 2022 ($50,000 in 2023, $55,000 in 2024, then inflation-adjusted), except $28.92/hour for highly technical computer work
- Other highly compensated, non-manual-labor employees paid at 2.25 the above salary ($101,250 in 2022)
- 20% owners, or at a nonprofit the highest-paid/highest-ranked employee, if actively engaged in management
- Various (not all) types of salespersons, taxi drivers, camp/outdoor education field staff, or property managers

Record-Keeping & Notices of Rights (Rule 7)
- Employers must give all employees (and keep for three years) pay statements that include time worked, pay rate (including any tips and credits), and total pay
- This year’s poster must be displayed where easily accessible, or if not practical (such as for remote workers), provided within one month of beginning work and when employees request a copy
- Employers must include a copy of this poster, or a COMPS Order, in any employment handbook or manual
- Violation of notice of rights rules (posting or distribution), including by providing information undercutting this poster, may yield fines and/or ineligibility for employee-specific credits, deductions, or exemptions in COMPS

Complaint & Anti-Retaliation Rights (Rule 8)
- Employees can send the Division (contact info below) complaints or tips about violations, or file lawsuits in court
- Employers cannot retaliate against, or interfere with, employees exercising their rights
- Anonymous tips are accepted; anonymity or confidentiality are protected if requested (Wage Protection Rule 4.7)
- Owners and other individuals with control over work may be liable for certain violations — not just the business, even if the business is a corporation, partnership, or other entity separate from its owner(s) (Rule 1.6)
- Immigration status is irrelevant to these labor rights: the Division will not ask or report status in investigations or rulings, and it is illegal for anyone to use immigration status to interfere with these rights (Wage Protection Rule 4.8)

This Poster is a summary and cannot be relied on as complete labor law information. For all rules, fact sheets, translations, questions, or complaints, contact:

DIVISION OF LABOR STANDARDS & STATISTICS, ColoradoLaborLaw.gov, cdle_labor_standards@state.co.us, 303-318-8441 / 888-390-7936
An employee cannot be required to find a “replacement worker” or job coverage when taking paid leave.

For details on specific situations (irregular hours, non-hourly pay, etc.), see Wage Protection Rule 3.5, 7 CCR 1103-7.

Up to 48 hours of unused accrued leave carries over for use during the next year.

Written notice and posters.

In a public health emergency (PHE), employees can use supplemental PHE leave for the following needs*:

1. A mental or physical illness, injury, or health condition that prevents work, including diagnosis or preventive care;
2. Domestic abuse, sexual assault, or criminal harassment leading to health, relocation, legal, or other services needed;
3. Caring for a family member experiencing a condition described in category (1) or (2); or
4. In a PHE, a public official closed the workplace, or the school or place of care of the employee’s child.

An employer can require documentation to show that accrued leave was for a qualifying reason only if leave was

To document leave for an employee’s (or an employee’s family member’s) health-related need

In a public health emergency (PHE), employees can use supplemental PHE leave for the following needs*:

1. Caring for a child or other family member in category (1)-(3), or whose school or child care is unavailable due to the PHE.
2. Seeking a diagnosis, treatment, or care (including preventive care) of such an illness;
3. In a PHE, a public official closed the workplace, or the school or place of care of the employee’s child.
4. Separates from work (whichever is sooner).

If an employee has an employer’s reasonable, good-faith HFWA complaint, request, or other activity is incorrect, an employer need not agree or grant it, but cannot act against the employee for it. Employees can face consequences for misusing leave.

See for details (irregular hours, non-hourly pay, etc.).

Colorado Workplace Public Health Rights Poster:

Updated June 1, 2022: may be updated annually; up-to-date poster available each mid-December

THE HEALTHY FAMILIES & WORKPLACES ACT (“HFWA”): Paid Leave Rights

Coverage: All Colorado employers, of any size, must provide paid leave

- All employees earn 1 hour of paid leave per 30 hours worked (“accrued leave”), up to 48 hours a year.
- Up to 80 hours of supplemental leave applies in a public health emergency (PHE), up to 4 weeks after the PHE ends.*
- Employees are required to be paid their regular pay rate during leave, and the employer must continue their benefits.
- Up to 48 hours of unused accrued leave carries over for use during the next year.
- For details on specific situations (irregular hours, non-hourly pay, etc.), see Wage Protection Rule 3.5, 7 CCR 1103-7.

Employees can use accrued leave for the following safety or health needs:

1. A mental or physical illness, injury, or health condition that prevents work, including diagnosis or preventive care;
2. Domestic abuse, sexual assault, or criminal harassment leading to health, relocation, legal, or other services needed;
3. Caring for a family member experiencing a condition described in category (1) or (2); or
4. In a PHE, a public official closed the workplace, or the school or place of care of the employee’s child.

In a public health emergency (PHE), employees can use supplemental PHE leave for the following needs*:

1. Self-isolating or work exclusion due to exposure, symptoms, or diagnosis of the communicable illness in the PHE;
2. Seeking a diagnosis, treatment, or care (including preventive care) of such an illness;
3. Being unable to work due to a health condition that may increase susceptibility to or risk of such an illness; or
4. Caring for a child or other family member in category (1)-(3), or whose school or child care is unavailable due to the PHE.

An employer can require documentation to show that accrued leave was for a qualifying reason only if leave was

To document leave for an employee’s (or an employee’s family member’s) health-related need

In a public health emergency (PHE), employees can use supplemental PHE leave for the following needs*:

1. Caring for a child or other family member in category (1)-(3), or whose school or child care is unavailable due to the PHE.
2. Seeking a diagnosis, treatment, or care (including preventive care) of such an illness;
3. In a PHE, a public official closed the workplace, or the school or place of care of the employee’s child.
4. Separates from work (whichever is sooner).

If an employee has an employer’s reasonable, good-faith HFWA complaint, request, or other activity is incorrect, an employer need not agree or grant it, but cannot act against the employee for it. Employees can face consequences for misusing leave.

PROTECTED HEALTH/SAFETY EXPRESSION & WHISTLEBLOWING (“PHEW”):

Worker Rights to Express Workplace Health/Safety Concerns & Use Protective Equipment

Coverage: All Employers and Employees, Plus Certain Independent Contractors

- PHEW covers not just “employees” and “employees,” but all “principals” (an employer or a business with at least 5 independent contractors) and “workers” (employees or independent contractors working for a “principal”).

Worker Rights to Oppose Workplace Health/Safety Violations:

- It is unlawful to retaliate against, or interfere with, the following acts:
  1. Raising reasonable concerns, including informally, to the principal, other workers, the government, or the public, about workplace violations of government health or safety rules, or a significant workplace health or safety threat; or
  2. Opposing or testifying, assisting, or participating in an investigation or proceeding about retaliation for, or interference with, the above-listed conduct.

- A principal need not address a worker’s PHEW-related concern, but it still cannot fire or take other action against the worker for raising such a concern, as long as the concern was reasonable and in good-faith.

Workers’ Rights to Use Their Own Personal Protective Equipment (“PPE”):

- A worker must be allowed to voluntarily wear their own PPE (mask, faceguard, gloves, etc.) if the PPE (1) provides more protection than equipment provided at the workplace, (2) is recommended by a government health agency (federal, state, or local), and (3) does not make the worker unable to do the job.

COMPLAINT RIGHTS (under both HFWA & PHEW):

- Report violations to the Division as complaints or anonymous tips, or file in court after exhausting pre-lawsuit remedies.

This Poster summarizes three Colorado workplace public health laws: SB 20-205 (paid leave), HB 22-1415 & SB 22-097 (healthy and safety whistleblowing). It does not cover other health or safety laws, rules, and orders, including under the federal Occupational Safety and Health Act (OSHA), from the Colorado Department of Public Health and Environment (CDPHE), or from local public health agencies. Contact those agencies for such health and safety information. This poster must be displayed where easily accessible to workers, shared with remote workers, provided in other languages as needed, and replaced with any annually updated versions.

This Poster is a summary and cannot be relied on as complete labor law information. For all rules, fact sheets, translations, questions, or complaints, or for the status of the public health emergency (*a qualifying emergency remains in effect as of June 2022), contact:

DIVISION OF LABOR STANDARDS & STATISTICS, ColoradoLaborLaw.gov, edle_labor_standards@state.co.us, 303-318-8441 / 888-390-7936.
Colorado Law Prohibits Discrimination in:

EMPLOYMENT

C.R.S. § 24-34-401 et seq.

IT SHALL BE A DISCRIMINATORY OR UNFAIR EMPLOYMENT PRACTICE:
to REFUSE TO HIRE, to DISCHARGE, to PROMOTE or DEMOTE, to HARASS during the course of employment, or to discriminate IN MATTERS of COMPENSATION, TERMS, CONDITIONS, or PRIVILEGES of employment.

BECAUSE OF:
DISABILITY, RACE, CREED, COLOR, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, GENDER EXPRESSION, RELIGION, AGE, NATIONAL ORIGIN or ANCESTRY, or, in certain circumstances, MARRIAGE TO A COWORKER.

REASONABLE ACCOMMODATIONS FOR DISABILITIES:
An employee with a disability is entitled to a reasonable accommodation(s) which is necessary to perform the essential functions of the job. An accommodation is not reasonable if its provision would result in an undue hardship on the employer’s business.

PREGNANT WORKERS FAIRNESS ACT — C.R.S. § 24-34-402.3
An employee with a health condition(s) related to pregnancy or physical recovery from childbirth is entitled to a reasonable accommodation(s) necessary to perform the essential functions of the job. An accommodation is not reasonable if its provision would result in an undue hardship on the employer’s business.

RETAILIATION PROHIBITED — C.R.S. § 24-34-402(e)
It is a discriminatory act to retaliate against a person who opposes a discriminatory practice or who participates in a discrimination investigation, proceeding or hearing.

SHARING WAGE INFORMATION PROTECTED — C.R.S. § 24-34-402(i)
An employer shall not discharge, discipline, discriminate against, coerce, intimidate, threaten, or interfere with an employee or person due to an inquiry, disclosure or discussion of wages. An employer shall not require an employee to waive the right to disclose wage information.

CROWN Act of 2020:
Discrimination on the basis of one’s race includes hair texture, hair type, or a protective hairstyle commonly or historically associated with race, such as braids, locs, twists, tight coils or curls, cornrows, Bantu knots, Afros, and headwraps. eff. 9/13/20.

TO FILE A COMPLAINT OF DISCRIMINATION, OR FOR MORE INFORMATION CONTACT THE COLORADO CIVIL RIGHTS DIVISION; 1560 BROADWAY, LOBBY WELCOME CENTER, SUITE # 110, DENVER, CO 80202

MAIN PHONE: 303-894-2997; HOTLINE ESPANOL: 720-432-4294; TOLL-FREE: 800-262-4845; V/TTD RELAY: 711; FAX: 303-894-7830; EMAIL: DORA_CCRD@STATE.CO.US

EMPLOYMENT DISCRIMINATION COMPLAINTS MUST BE FILED WITHIN SIX (6) MONTHS AFTER THE ALLEGED DISCRIMINATORY ACT OCCURRED.

Division Director, Aubrey Elenis, Esq.  ccrd.colorado.gov  9/2021
WARNING

IF YOU ARE INJURED ON THE JOB, WRITTEN NOTICE OF YOUR INJURY MUST BE GIVEN TO YOUR EMPLOYER WITHIN FOUR WORKING DAYS AFTER THE ACCIDENT, PURSUANT TO SECTION 8-43-102(1) AND (1.5), COLORADO REVISED STATUTES.
IF THE INJURY RESULTS FROM YOUR USE OF ALCOHOL OR CONTROLLED SUBSTANCES, YOUR WORKERS’ COMPENSATION DISABILITY BENEFITS MAY BE REDUCED BY ONE-HALF IN ACCORDANCE WITH SECTION 8-42-112.5, COLORADO REVISED STATUTES.
NOTICE TO WORKERS

YOU HAVE THE RIGHT TO BE:

- Properly classified as an employee or an independent contractor
- Paid accurately and timely for the services you perform

There are resources available to you if you believe you are being subject to improper classification or inaccurate payment practices by your employer. For more information, go to WorkRight.cdle.co.

Employers are required to follow the law when paying hourly wages, overtime, and properly covering you for unemployment insurance and workers' compensation purposes. As a worker, you have certain rights as an employee vs. independent contractor.

Improper classification (often called misclassification) of employees as independent contractors and other labor law violations create many problems, both for law-abiding businesses and for workers in Colorado.

If you believe you have been improperly classified as an independent contractor and are really performing duties that fit the criteria of an employee, visit colorado.gov/cdle/TipForm, or call us at 303-318-9100 and select Option 4. To be classified as an employee, you must meet the criteria in Colorado Revised Statute 8-70-115. You can read the law online and find out more at coloradoui.gov/ProperClassification.

As an employee, you are entitled to unemployment insurance benefits if you become unemployed through no fault of your own. Your employer contributes to unemployment insurance and cannot deduct this from your wages.

If you become unemployed and wish to file for unemployment insurance benefits, go to coloradoui.gov and click on File a Claim. If your hours of work and pay are reduced, you may be entitled to partial unemployment benefits.

If you cannot access a computer, call one of the following numbers: 303-318-9000 (Denver-metro area) or 1-800-388-5515 (outside Denver-metro area); hearing impaired 303-318-9016 (TDD Denver-metro area) or 1-800-894-7730 (TDD outside Denver-metro area).

EMPLOYERS ARE REQUIRED BY LAW TO POST THIS NOTICE

Colorado Employment Security Act, 8-74-101(2); Regulations Concerning Employment Security 7.3.1 through 7.3.5

Employers can download copies of this poster at coloradoui.gov/employer, then click on Forms / Publications.
AVISO A LOS TRABAJADORES

USTED TIENE EL DERECHO DE:

- Estar correctamente clasificado como un empleado o un contratista independiente.
- Ser pagado correctamente y puntualmente por los servicios que realiza.

Hay recursos disponibles para usted si cree que está sujeto a una clasificación incorrecta o prácticas de pago incorrectas por parte de su empleador. Para obtener más información, visite WorkRight.cdle.co.

Los empleadores están obligados a cumplir con la ley al pagar salarios por hora, horas extras, y que lo cubra adecuadamente para propósitos del seguro de desempleo y compensación de trabajadores. Como trabajador usted tiene ciertos derechos, sea como empleado o contratista independiente.

La clasificación incorrecta de los empleados como contratistas independientes y otras violaciones de la ley laboral crean muchos problemas, tanto para las empresas que respelan la ley y para los trabajadores en Colorado.

Si cree que ha sido clasificado incorrectamente como un contratista independiente y realmente está desempeñando labores que encajan con los criterios de un empleado, visite colorado.gov/cdle/TipForm, o llámenos al 303-318-9100 y presione la Opción 4. Para ser clasificado como empleado, debe cumplir con el criterio del Estatuto Revisado de Colorado (Colorado Revised Statute) 8-70-115. Puede leer la ley en línea (sólo en inglés) y obtener más información en coloradoui.gov/ProperClassification.

Como empleado, usted tiene derecho a beneficios de seguro de desempleo al quedar sin empleo, y sin que haya sido su culpa. Su empleador contribuye al seguro de desempleo y no puede deducirlo de su salario.

Si se queda sin empleo y desea solicitar beneficios de seguro de desempleo, vaya a coloradoui.gov y haga clic en File a Claim. Si sus horas de trabajo y sueldo han sido reducidas, usted puede tener derecho a beneficios parciales de desempleo.

Si no puede acceder a una computadora, llame a uno de los siguientes números: 303-318-9333 (área metropolitana de Denver) o al 1-866-422-0402 (fuera del área metropolitana de Denver); personas con dificultades auditivas 303-318-9016 (TDD Denver-metro area) o al 1-800-894-7730 (TDD fuera del área de Denver-metro).

POR LEY EL EMPLEADOR ESTÁ OBLIGADO A PUBLICAR ESTE AVISO

Colorado Employment Security Act (Ley de Seguridad de Empleo de Colorado), 8-74-101 (2); Regulations Concerning Employment Security (Reglamentos Relativos a la Seguridad de Empleo), 7.3.1 a 7.3.5

Los empleadores pueden descargar copias de este póster en coloradoui.gov/employer, luego hacer clic en Forms / Publications.
NOTICE OF PAYDAYS

In accordance with 8-4-107, C.R.S.:

Every employer shall post and keep posted conspicuously at the place of work if practicable, or otherwise where it can be seen as employees come or go to their places of work, or at the office or nearest agency for payment kept by the employer a notice specifying the regular paydays and the time and place of payment, in accordance with the provisions of section 8-4-103, and also any changes concerning them that may occur from time to time.

Pay periods can be no greater duration than a calendar month or 30 days, whichever is longer. Paydays must occur no later than 10 days following the close of each pay period. 8-4-103, C.R.S.

EMPLOYEES ARE PAID ON REGULAR PAYDAYS AS FOLLOWS:

Time: __________________________________________

Place: __________________________________________

This form is provided as a courtesy by the Colorado Division of Labor. Other Notice of Paydays Posters may be acceptable provided that they contain the elements and information required by 8-4-107, C.R.S.