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 D-CA_1 (date) 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.

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* **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 CONNECTICUT 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.

☐ Per the Pregnancy Discrimination and Accommodation in the Workplace law, in addition to posting the notice provided by the state, the notice should also be given:
   - To all new employees upon commencement of employment
   - Within 10 days after an employee notifies the employer that she is pregnant or has a related condition

☐ Employers should review the Workers’ Compensation Notice to Employees poster and fill in any information that applies to them.

☐ Obtain a copy of the Unemployment Insurance poster. This poster must be obtained directly from the state Department of Labor because it contains information specific to your company. To request this poster, call the Employer Status Unit at (860) 263-6550.

☐ Locate the Electronic Monitoring notice on your state poster. This notice has 2 boxes in the heading. Check the box that applies to your company.

   If your company conducts electronic monitoring:
   - Check off the types of electronic monitoring that may be used.
   - Fill in the name of the company representative to contact for additional information.

☐ 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 www.e-verify.gov or call 888-464-4218.

☐ Your state has a No Smoking law. Smoking is prohibited in all workplaces with 5 or more employees; however, employers may provide a dedicated smoking room as long as it conforms to OSHA guidelines for ventilation and guidelines set forth in Sec 19a-342. Employers must post required signs in their places of business 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. Poster Compliance Center provides Free Specialty Posters that include certain state-specific signs. You can download a No Smoking or Vaping sign for your state on our Free Specialty Labor Law Posters page at the following address: 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 could 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.

CTSL (10-19)
Section 31-60-1. Piece rates in relation to time rates.

(a) Definitions. For the purpose of this regulation, "piece rate" means an established rate per unit of work or output paid for each unit of work or output, with no limitation as to the time or manner of accomplishment. "Commissions" means any payment in lieu of wages which is based upon sales transacted whether based on a percentage of the total sales or upon a flat fee for each sale or for the accomplishment. "Incentive plan" means any method of compensation, including, without limitation, piece rate, bonus rates, etc., based upon the amount of results produced, where the payment is in accordance with a fixed plan by which amounts are paid to employees entitled to the compensation upon fulfillment of the conditions established as part of the work agreement, but shall be subject to the limitation herein and in the regulations issued thereunder.

(b) Record of wages. Each employer shall maintain records of wages paid to each employee who is compensated for his services in accordance with an incentive plan in such form as to enable such compensation to be translated readily into terms of average hourly rate on a weekly basis for each work week or part thereof of employment.

(c) Piece rates in relation to time rates.

(1) When an employee is compensated solely at piece rates he shall be paid a sufficient amount at piece rates to yield an average rate of at least the minimum wage for each hour worked, and the wage paid to such employee shall not be less than the minimum wage for each hour worked.

(2) When an employee is compensated at piece rates for certain hours of work in a week and at an hourly rate for other hours, the employee's hourly rate shall be a combination of the average hourly rate earned from piece rates and the hourly rate paid for any earnings from piece rates shall average at least the minimum wage for each hour worked for that week, and the wage paid to such employee shall not be less than the minimum wage for each hour worked.

(3) When an employee is employed at a combination of hourly rate and piece rate for the same hours of work (i.e., an incentive pay plan superimposed upon a minimum hourly guarantee), the employee shall receive an average rate of at least the minimum wage for each hour worked, and the wage paid to such employee shall not be less than the minimum wage for each hour worked.

(4) Commission.

(a) When an employee is compensated solely on a commission basis, he shall be paid weekly an average of at least the minimum wage per hour for each hour worked.

(b) When an employee is paid in accordance with a plan providing for a basis rate plus commission, the wage paid shall include the basis rate per hour plus the commission, and the combined sources shall equal at least an average of the minimum wage for each hour worked in any week. All commissions shall be settled at least once a week and the basis rate, or at least the minimum wage per hour, is derived in whole or in part on the basis of an incentive plan. Earned commissions shall be paid to the employee weekly, the employee shall receive weekly at least the minimum wage per hour for each hour worked in the work week, and the earned commissions shall be settled at least once monthly.

Section 31-60-14. Employee in a bona fide Executive, Administrative, or Professional Capacity.

(a) For the purposes of this section 31-58(b) of the general statutes, as amended, employee employed in a bona fide executive capacity means any employee (1) whose duties include the management of the enterprise in which he is employed or of a customarily recognized supervisory or administrative function.

(b) "Salary basis" means a predetermined amount paid for each pay period on a weekly or less frequent basis, which amount is equivalent to the number of weeks of work per year or part thereof, which amount is equivalent to the number of weeks of work per year or part thereof, which amount is subject to reduction because of variations in the quality or quantity of the work performed, and which amount has been the subject of an employer's advertisement as required by the regulations issued pursuant to 31-60-12, subsection (a), and in this section, and the employee is notified of his assignment and shall when the employee has completed his assignment.

Section 31-60-12. Recordkeeping requirements.

(a) The employer shall keep records of: (1) The name of each employee; (2) his home address; (3) the class of work or grade of work for which he is employed; and (4) the total daily and total weekly hours worked showing the beginning and ending time of each work period, computed to the nearest unit of 15 minutes,

(b) Deductions may be made for one or more

Minimum Wage:

$11.00 per hour effective 1-1-19
$12.00 per hour effective 9-1-20
$13.00 per hour effective 8-1-21
$14.00 per hour effective 7-1-22
$15.00 per hour effective 6-1-23
(P.A. 19-4)
Sec. 31-60-2. Gratuities as part of the minimum fair wage. For the purposes of this regulation, "gratuity" means a voluntary monetary contribution received by the employee from a guest, patron or customer for service rendered.

(a) Unless otherwise prohibited by statutory provision or by a wage order, gratuities may be recognized as constituting a part of the minimum fair wage when all of the following provisions are complied with:

1. The employee shall be engaged in an employment in which gratuities have customarily and usually constituted and have been recognized as part of his remuneration for purposes and

2. The amount received in gratuities claimed as credit for part of the minimum fair wage shall be recorded on a weekly basis as a separate item in the wage record, even though payment is made more frequently, and

3. Each employer claiming credit for gratuities as part of the minimum fair wage paid to any employee shall provide substantial evidence that the amount claimed, which shall not exceed the allowable credit, was provided, was received by the employee. For example, a statement signed by the employee attesting that wages received, including gratuities not to exceed the amount specified herein, together with other authorized allowances, represents a payment of not less than the minimum wage per hour for each hour worked during the pay period, will be accepted as substantial evidence for purposes of this regulation, provided all other requirements of this and other applicable regulations shall be complied with.

Sec. 31-60-7. Learners. This regulation contains the requirements to apply to the Labor Commissioner for a minimum wage rate in an occupation which is not apprised.

Sec. 31-60-8. Apprentices. [Under this regulation, apprentices, duly registered by the Connecticut State Apprenticeship Council of the Labor Department may be employed at less than the minimum wage unless permission has been received from Labor Commissioner through an application process.] 

Sec. 31-60-9. Apparel. For the purpose of this regulation, "apparel" means uniforms or other clothing supplied by the employer for use in the course of employment but does not include articles of clothing purchased by the employee or clothing usually required for health, comfort or convenience of the employee. An allowance (deduction) not to exceed $15.00 per week or the actual cost, whichever is lower, may be permitted as an expense as part of the minimum fair wage for the maintenance of wearable apparel or for the laundering and cleaning of such apparel when the service has been performed.

When protective garments such as gloves, boots or aprons are necessary to the health of the workman, or to prevent injury to an employee or are required in the interest of sanitation, such garments shall be provided and paid for and maintained by the employer without the deduction from the employee's regular salary.

Sec. 31-60-10. Travel time. For the purpose of this regulation, "travel time" means time during which a worker is required to travel for purposes incidental to the performance of his employment but does not include time spent traveling from home to his usual place of full days if the employee is absent for personal reasons other than sickness or accident;

3. Deductions may be made for one or more full days of sickness or disability provided the deduction is made pursuant to a bona fide policy or practice of making deductions from an employee's salary after sickness or disability leave has been exhausted which has been disclosed to the employee in accordance with section 31-71-f of the Connecticut General Statutes;

4. Deductions may be made for absences of less than one full day taken pursuant to the federal family medical leave act, 29 USC 2601 et seq., or the Connecticut family and medical leave act, section 31-51k et seq., of the Connecticut General Statutes, as permitted by 29 CFR 251 et seq. or by section 31-51p-17 of the regulations of the Connecticut state agencies;

5. An employer is permitted to offset payments an employee receives for any of the services described in subsection (c) against the employee's regular salary during the week of such absence.

Sec. 31-60-16. Employee in bona fide Professional Capacity. (x) For the purposes of said sections 31-58 (j) "employee employed in a bona fide professional capacity" means any employee (1) whose primary duty consists of the performance of services requiring knowledge of an advanced type in a field of science or learning customarily acquired by a prolonged course of specialized intellectual instruction and study, as distinguished from a general academic education and from an apprenticeship, and from training in the performance of routine mental, manual, or physical processes, or (2) work that is original and creative in character in a recognized field of artistic endeavor, as opposed to work which can be produced by a person endowed with general manual or intellectual ability and training and the result of which depends primarily on the invention, imagination or talent of the employee or (C) teaching, lecturing, instructing or lecturing in the activity of imparting knowledge while employed and engaged in this activity as a teacher certified or recognized as such in the school system, educational establishment or institution by which he is employed, and (2) whose work requires the consistent exercise of discretion and judgement in its performance, and (3) whose work is predominantly intellectual and varied in character, as opposed to routine mental, manual, mechanical or physical work, and

Sec. 31-60-17. Employer in bona fide Professional Capacity. (p) This section shall not apply to the professional, specialty or technical standards division of the state's department of labor and industries.
Summary of Public Act 19-4
“An Act Increasing the Minimum Fair Wage”
Minimum Wage: $11.00 effective on October 1, 2019
$12.00 effective on September 1, 2020
$13.00 effective on August 1, 2021
$14.00 effective on July 1, 2022
$15.00 effective on June 1, 2023

On October 15, 2023, and on each October fifteenth thereafter, the Labor Commissioner shall announce the adjustment in the minimum fair wage which shall become the new minimum fair wage and shall be effective on January first immediately following.

On January 1, 2024, and not later than each January first thereafter, the minimum fair wage shall be adjusted by the percentage change in the employment cost index, or its successor index, for wages and salaries for all civilian workers, as calculated by the United States Department of Labor, over the twelve-month period ending on June thirtieth of the preceding year, rounded to the nearest whole cent.

Gratuity Allowances (“Tip Credit”) for Service Employees

<table>
<thead>
<tr>
<th>Date</th>
<th>Minimum Wage</th>
<th>Direct or Cash Wage</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 1, 2019</td>
<td>$11.00</td>
<td>$6.38</td>
<td>$4.62</td>
</tr>
<tr>
<td>September 1, 2020</td>
<td>$12.00</td>
<td>$6.38</td>
<td>$5.62</td>
</tr>
<tr>
<td>August 1, 2021</td>
<td>$13.00</td>
<td>$6.38</td>
<td>$6.62</td>
</tr>
<tr>
<td>July 1, 2022</td>
<td>$14.00</td>
<td>$6.38</td>
<td>$7.62</td>
</tr>
<tr>
<td>June 1, 2023</td>
<td>$15.00</td>
<td>$6.38</td>
<td>$8.62</td>
</tr>
</tbody>
</table>

Gratuity Allowances (“Tip Credit”) for Bartenders

<table>
<thead>
<tr>
<th>Date</th>
<th>Minimum Wage</th>
<th>Direct or Cash Wage</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
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<td>$11.00</td>
<td>$8.23</td>
<td>$2.77</td>
</tr>
<tr>
<td>September 1, 2020</td>
<td>$12.00</td>
<td>$8.23</td>
<td>$3.77</td>
</tr>
<tr>
<td>August 1, 2021</td>
<td>$13.00</td>
<td>$8.23</td>
<td>$4.77</td>
</tr>
<tr>
<td>July 1, 2022</td>
<td>$14.00</td>
<td>$8.23</td>
<td>$5.77</td>
</tr>
<tr>
<td>June 1, 2023</td>
<td>$15.00</td>
<td>$8.23</td>
<td>$6.77</td>
</tr>
</tbody>
</table>

Effective October 1, 2019
The rates for all persons under the age of eighteen years, except emancipated minors, shall be not less than eighty-five per cent of the minimum fair wage for the first ninety days of such employment, or ten dollars and ten cents per hour, whichever is greater, and shall be equal to the minimum fair wage thereafter, except in institutional training programs specifically exempted by the commissioner.

- This modified section eliminates learners and beginners, and adjusts the “first 200 hours of employment” rule to 90 days for the 85% minimum wage rate.
NOTICE TO EMPLOYEES

State of Connecticut Workers’ Compensation Commission

Revised 10-01-2017

The Workers’ Compensation Act (Connecticut General Statutes Chapter 568) requires your employer,

to provide benefits to you in case of injury or occupational disease in the course of employment.

Section 31-294b of the Workers’ Compensation Act states “Any employee who has sustained an injury in the course of his employment shall immediately report the injury to his employer, or some person representing his employer. If the employee fails to report the injury immediately, the commissioner may reduce the award of compensation proportionately to any prejudice that he finds the employer has sustained by reason of the failure, provided the burden of proof with respect to such prejudice shall rest upon the employer.”

An injury report by the employee is NOT an official written notice of claim for workers’ compensation benefits; the Workers’ Compensation Commission’s Form 30C is necessary to satisfy this requirement.

NOTE: You must comply with P.A. 17-141 (see next box, below) when filing a compensation claim.

The INSURANCE COMPANY or SELF-INSURANCE ADMINISTRATOR is:

Name ________________________________

Address __________________________________ Telephone __________________

City/Town ______________________________ State _________ Zip Code __________

Approved Medical Care Plan  ☐ Yes  ☐ No

The State of Connecticut Workers’ Compensation Commission office for this workplace is located at:

Address __________________________________ Telephone __________________

City/Town ______________________________ State _________ Zip Code __________

Public Act 17-141 allows an employer the option to designate and post – “in the workplace location where other labor law posters required by the Labor Department are prominently displayed” and on the Workers’ Compensation Commission’s website [wcc.state.ct.us] – a location where employees must file claims for compensation.

If your employer has listed a location below, you MUST file your compensation claim there.

When filing your claim, you are also required – by law – to send it by certified mail.

If blank below, ask your employer where to file your claim.
Employer Name ________________________________________________________________

Address ___________________________ Telephone ____________________________

City/Town ___________________________ State _________ Zip Code ____________

THIS NOTICE MUST BE IN TYPE OF NOT LESS THAN TEN POINT BOLD-FACE AND POSTED IN A CONSPICUOUS PLACE IN EACH PLACE OF EMPLOYMENT. FAILURE TO POST THIS NOTICE WILL SUBJECT THE EMPLOYER TO STATUTORY PENALTY (Section 31-279 C.G.S.).

Date Posted: ____________________________

Any questions as to your rights under the law or the obligations of the employer or insurance company should be addressed to the employer, the insurance company, or the Workers’ Compensation Commission (1-800-223-9675).
Discrimination is Illegal

Connecticut law prohibits discrimination in

EMPLOYMENT

On the basis of

age
ancestry
color
 genetic information
learning disability
marital status
past or present history of mental disability
intellectual disability
national origin
physical disability
race
religious creed
sex, including pregnancy, sexual harassment, transgender status, gender identity or expression, sexual orientation or civil union status
workplace hazards to reproductive systems
criminal record (in state employment and licensing)

Veteran status

In

recruiting
hiring
referring
classifying
promoting
advertising
discharging
training
laying off
compensating

terms and conditions

By

employers
employment agencies
labor organization

HOUSING & PUBLIC ACCOMMODATIONS

On the basis of

age
ancestry
breastfeeding in a place of public accommodation
color
familial status (in housing)
lawful source of income
learning disability
marital status
mental disability
intellectual disability
national origin
physical disability
race
religious creed
sex, transgender status, gender identity or expression, sexual orientation or civil union status

Veteran status

In

services rendered as public
rentals and sales of public and private housing

CREDIT TRANSACTIONS

On the basis of

age
ancestry
blindness
color
learning disability
marital status
intellectual disability
national origin
physical disability
race
religious creed
sex, transgender status, gender identity or expression, sexual orientation or civil union status
Veteran status

In

loans
mortgages
any credit transactions

If you believe you have experienced illegal discrimination, the CT Commission on Human Rights will investigate without cost to you. It is illegal for anyone to retaliate against you for filing a complaint.

For assistance contact:

Connecticut Commission on Human Rights & Opportunities

Southwest Region 350 Fairfield Avenue, Bridgeport, CT 06604
203-579-6246     203-579-6246     203-579-6950
West Capitol Region 55 West Main Street, Suite 210, Waterbury, CT 06702
203-805-6579     203-805-6579     203-805-6559
Capitol Region 450 Columbus Blvd Suite 2, Hartford, CT 06103
Eastern Region 100 Broadway, Norwich, CT 06360
860-886-5703     860-886-5703     860-886-2550
Administrative Office 450 Columbus Blvd Suite 2, Hartford, CT 06103
860-541-3400     860-541-3459     860-246-5419

website: www.state.ct.us/chro

This notice provides general information about Connecticut law and is not to be considered as equivalent of the complete text.
pulling all-nighters with health insurance questions?

Nothing is more important than your health. Under Connecticut law you have rights in health insurance – it’s important to know what they are.

The Office of the Healthcare Advocate can help you understand your rights and assist with appeals.

Learn more by contacting us: 866.HMO.4446 or ct.gov/oha.

There’s help. Call 1.866.HMO.4446

ct.gov/oha
A free service of the State of Connecticut.
NOTICE
Connecticut General Statutes §§ 31-57r - 31-57w – Paid Sick Leave

Each employer with 50 or more employees based on the number of employees on its payroll for the week containing October 1, shall provide paid sick leave annually to each of its service workers in the state. The paid sick leave shall accrue beginning January 1, 2012 for current employees, or for a service worker hired after January 1, 2012, beginning on the service worker’s date of employment.

Accrual
The accrual is at a rate of one hour of paid sick leave for each 40 hours worked by a service worker up to a maximum of 40 hours per year (the employer shall choose any 365 day period used to calculate employee benefits in order to administer paid sick leave).

- No service worker shall be entitled to use more than the maximum number of accrued hours.

Carry Over
Each service worker shall be entitled to carry over up to 40 unused accrued hours of paid sick leave from the current year period to the following year period.

Use of Paid Sick Leave
A service worker shall be entitled to the use of accrued paid sick leave upon the completion of the service worker’s 680th hour of employment

- from January 1, 2012, for current service workers, or
- if hired after January 1, 2012, upon the completion of the service worker’s 680th hour of employment from the date of hire, unless the employer agrees to an earlier date.

A service worker shall not be entitled to the use of accrued paid sick leave if such service worker did not work an average of 10 or more hours a week for the employer in the most recent complete calendar quarter.

Pay
Each employer shall pay each service worker for paid sick leave at a pay rate equal to the greater of either

- the normal hourly wage for that service worker, or
- the minimum fair wage rate under section 31-58 of the general statutes in effect for the pay period during which the employee used paid sick leave.

Reasons for Use of Leave
A service worker may use paid sick leave for his or her own:

- illness, injury or health condition;
- the medical diagnosis, care or treatment of his or her mental illness or physical illness, injury or health condition; or
- preventative medical care.

A service worker may use paid sick leave for a child's or spouse's:

- illness, injury or health condition; the medical diagnosis, care or treatment of a mental or physical illness, injury or health condition; or
- preventative medical care

A service worker may use paid sick leave if the service worker is a victim of family violence or sexual assault:

- for medical care or psychological or other counseling for physical or psychological injury or disability;

- to obtain services from a victim services organization;
- to relocate due to such family violence or sexual assault;
- to participate in any civil or criminal proceedings related to or resulting from such family violence or sexual assault.

Notice
If leave is foreseeable, the employer may require advance notice. If leave is unforeseeable, the employer may require notice as soon as practicable.

Reasonable Documentation
Documentation for paid sick leave of 3 or more consecutive work days may be required

- documentation signed by a health care provider who is treating the service worker or the service worker's child or spouse indicating the need for the number of days of such leave shall be considered reasonable documentation.
- a court record or documentation signed by a service worker or volunteer working for a victim services organization, an attorney, a police officer or other counselor involved with the service worker shall be considered reasonable documentation for a victim of family violence or sexual assault.

Prohibition of Retaliation or Discrimination
No employer shall take retaliatory personnel action or discriminate against an employee because the employee:

- requests or uses paid sick leave either in accordance with the act; or
- in accordance with the employer's own paid sick leave policy, as the case may be; or
- files a complaint with the Labor Commissioner alleging the employer's violation of the act

Collective Bargaining
Nothing in the act shall diminish any rights provided to any employee or service worker under a collective bargaining agreement, or preempt or override the terms of any collective bargaining agreement effective prior to January 1, 2012.

Complaint Process
Any employee aggrieved by a violation of the provisions of the act may file a complaint with the Labor Commissioner. Upon receipt of any such complaint, said Commissioner may hold a hearing. After a hearing, the Commissioner may assess a civil penalty or award other relief.

This is not the complete Paid Sick Leave law. Please contact your Human Resources office for additional information.

Effective 1/1/15
AVISO

Leyes Generales del Estado de Connecticut §§ 31-57r - 31-57w - Licencia por enfermedad con goce de sueldo

Los empleadores con 50 ó más empleados, con base en el número de empleados que existan en la nómina de la semana que tenga el 1 de octubre, proporcionarán licencia por enfermedad con goce de sueldo anualmente a cada uno de sus trabajadores de servicios en el estado.

La licencia por enfermedad con goce de sueldo se acumulará a partir del 1° de enero de 2012 para empleados actuales, o para un trabajador de servicios contratado después del 1° de enero de 2012, comenzando en la fecha de contratación del empleado.

Acumulación
La acumulación es a razón de una hora de licencia por enfermedad con goce de sueldo por cada cuarenta horas trabajadas por un trabajador de servicios hasta un máximo de cuarenta horas por año del calendario (el empleador deberá elegir el periodo de 365 días a usarse para calcular los beneficios del trabajador a pagarle por la licencia por enfermedad).

- Ningún trabajador de servicios tendrá derecho a usar más del número máximo de horas acumuladas.

Remanente
Cada trabajador de servicios tendrá derecho a transferir hasta cuarenta horas no usadas de licencia por enfermedad con goce de sueldo del periodo del año del calendario actual al siguiente periodo del año del calendario.

Uso de licencia por enfermedad con goce de sueldo
Un trabajador de servicios tendrá derecho al uso de la licencia por enfermedad acumulada al cumplir el trabajador de servicios seiscientos ochenta horas de empleo.

- a partir del 1° de enero de 2012, para trabajadores de servicios actuales, o
- si es contratado después del 1° de enero de 2012, al cumplimiento de seiscientos ochenta horas de empleo por el trabajador de servicios desde la fecha de contratación, a menos que el empleador conceda una fecha más temprana.

Un trabajador de servicios no tendrá derecho al uso de licencia por enfermedad con goce de sueldo si dicho trabajador no hubiese trabajado un promedio de diez o más horas por semana para el empleador durante el más reciente trimestre completo del calendario.

Remuneración
Cada empleador pagará a cada trabajador de servicios la licencia por enfermedad a una tasa salarial igual al mayor de, ya sea:

- el salario normal por hora de dicho trabajador de servicios, o
- la tasa del salario mínimo justo bajo la sección 31-58 de las leyes generales vigentes para el periodo de pago durante el cual el empleado utilizó la licencia por enfermedad con goce de sueldo.

Razones para el uso de licencia
Un trabajador de servicios puede usar licencia por enfermedad con goce de sueldo para las siguientes circunstancias personales:

- enfermedad, lesión o condición de salud;
- el diagnóstico, atención o tratamiento de su enfermedad mental o física, lesión o condición de salud; o
- atención médica preventiva.

Un trabajador de servicios puede usar licencia por enfermedad con goce de sueldo para las siguientes circunstancias de un hijo o cónyuge:

- enfermedad, lesión o condición de salud;
- el diagnóstico, atención o tratamiento de una enfermedad mental o física, lesión o condición de salud; o
- atención médica preventiva.

Un trabajador de servicios puede usar licencia por enfermedad con goce de sueldo si el trabajador de servicios es víctima de violencia familiar o agresión sexual:

- para atención médica o consejería psicológica o de otro tipo por heridas físicas o psicológicas o discapacidad.

- para obtener servicios de una organización de servicios a víctimas;
- para mudarse debido a tal violencia familiar o agresión sexual;
- para participar en cualesquier procedimientos civiles o criminales relacionados con, o resultantes de tal violencia familiar o agresión sexual.

Notificación
Si la licencia es previsible, el empleador puede exigir notificación previa.

Si la licencia es imprevisible, el empleador puede exigir notificación lo más pronto practicable.

Documentación razonable
Documentación para licencia por enfermedad con goce de sueldo de tres o más días laborales consecutivos puede ser requerida.

- Documentación firmada por un proveedor de servicios de salud que esté tratando al trabajador de servicios o al hijo o cónyuge del trabajador de servicios indicando la necesidad para el número de días de dicha licencia se considerará documentación razonable.
- Un acta de tribunal o documentación firmada por un trabajador de servicios o voluntario trabajando para una organización de servicios a víctimas, un abogado, un agente de policía u otro consejero que esté interviniendo con el trabajador de servicios se considerará documentación razonable para una víctima de violencia familiar o agresión sexual.

Prohibición de represalia o discriminación
Ningún empleador tomará acción de personal en represalia ni discriminará contra un empleado debido a que el empleado:

- hubiese solicitado o usado licencia por enfermedad con goce de sueldo en conformidad con la ley; o
- en conformidad con las propias normas del empleador sobre licencia por enfermedad con goce de sueldo, según sea el caso; o
- hubiese registrado una queja con el Comisionado de Trabajo alegando una violación de la ley de parte del empleador.

Negociación colectiva
Nada en la Ley disminuirá ningún derecho concedido a cualquier empleado o trabajador de servicios bajo un acuerdo de negociación colectiva, ni reemplazará ni invalidará los términos de cualquier acuerdo de negociación colectiva vigente antes del 1° de enero de 2012.

Proceso de queja
Cualquier empleado con motivo de queja por una violación de las provisiones de la ley puede registrar una queja con el Comisionado de Trabajo. Al recibir de cualquier tal queja, dicho comisionado podrá celebrar una audiencia. Después de una audiencia, el Comisionado podrá imponer una multa civil o conceder otro alivio.

Esta no es la Ley de Licencia por Enfermedad con Goce de Sueldo completa. Por favor comuníquese con Recursos Humanos para información adicional.

Fecha de vigencia: 1/1/15
<table>
<thead>
<tr>
<th>Covered Employers</th>
<th>Prohibited discriminatory conduct includes:</th>
</tr>
</thead>
</table>
| Each employer with more than 3 employees must comply with these anti-discrimination and reasonable accommodation laws related to an employee or job applicant’s pregnancy, childbirth or related conditions, including lactation. | - Forcing employee or job applicant to accept a reasonable accommodation when she has no known limitation related to pregnancy or the accommodation is not required to perform the essential duties of job  
- Requiring employee to take a leave of absence where a reasonable accommodation could have been made instead |

**Prohibition of Discrimination**
No employer may discriminate against an employee or job applicant because of her pregnancy, childbirth or other related conditions (e.g., breastfeeding or expressing milk at work).

Prohibited discriminatory conduct includes:
- Terminating employment because of pregnancy, childbirth or related condition  
- Denying reasonable leave of absence for disability due to pregnancy (e.g., doctor prescribed bed rest during 6-8 week recovery period after birth)*  
- Denying disability or leave benefits accrued under plans maintained by the employer  
- Failing to reinstate employee to original job or equivalent position after leave  
- Limiting, segregating or classifying the employee in a way that would deprive her of employment opportunities  
- Discriminating against her in the terms or conditions of employment

**Note:** There is no requirement that the employee be employed for a certain length of time prior to being granted job protected leave of absence under this law.

<table>
<thead>
<tr>
<th>Reasonable Accommodation</th>
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</thead>
<tbody>
<tr>
<td>An employer must provide a reasonable accommodation to an Employee or job applicant due to her pregnancy, childbirth or needing to breastfeed or express milk at work.</td>
<td></td>
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</tbody>
</table>

Reasonable accommodations include, but are not limited to:
- Being permitted to sit while working  
- More frequent or longer breaks  
- Periodic rest  
- Assistant with manual labor  
- Job restructuring  
- Light duty assignments  
- Modified work schedules  
- Temporary transfers to less strenuous or less hazardous work  
- Time off to recover from childbirth (prescribed by a Doctor, typically 6-8 weeks  
- Break time and appropriate facilities (not a bathroom) for expressing milk

**Denial of Reasonable Accommodation**
No employer may discriminate against employee or job applicant by denying a reasonable accommodation due to pregnancy.

Prohibited discriminatory conduct includes:
- Failing to make reasonable accommodation (and is not an undue hardship)**  
- Denying job opportunities to employee or job applicant because of request for reasonable accommodation

**Note:** To demonstrate an undue hardship, the employer must show that the accommodation would require a significant difficulty or expense in light of its circumstances.
SEXUAL HARASSMENT IS ILLEGAL

and is prohibited by
The Connecticut Discrimination Employment Practices Act, and
Title VII of the Civil Rights Act of 1964

Sexual harassment means: “Any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when:

(1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment;

(2) Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or

(3) Such conduct has the purpose or effect of substantially interfering with an individual’s work performance or creating an intimidating, hostile or offensive working environment.”

Individuals who engage in acts of sexual harassment may be subject to civil and criminal penalties.

<table>
<thead>
<tr>
<th>Examples of Sexual Harassment</th>
<th>Remedies For Sexual Harassment</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Unwelcome sexual advances</td>
<td>• Cease and desist orders</td>
</tr>
<tr>
<td>• Suggestive or lewd remarks</td>
<td>• Back pay</td>
</tr>
<tr>
<td>• Unwanted hugs, touches, or kisses</td>
<td>• Compensatory damages</td>
</tr>
<tr>
<td>• Requests for sexual favors</td>
<td>• Hiring, promotion or reinstatement</td>
</tr>
<tr>
<td>• Retaliation for complaining about sexual harassment</td>
<td>• Emotional distress damages</td>
</tr>
<tr>
<td>• Derogatory or pornographic posters, cartoons or drawings</td>
<td></td>
</tr>
</tbody>
</table>

Connecticut law requires that a written complaint be filed with the Commission within 300 days of the date the alleged harassment for events occurring on or after October 1, 2019. For harassment occurring before October 1, 2019, complaints must be filed within 180 days of the harassment.

If you feel you have been discriminated against, contact the Connecticut Commission on Human Rights and Opportunities at 860-541-3400, CT Toll Free 1-800-477-5737, or online at www.ct.gov/CHRO
NOTICE
TO THE EMPLOYEES OF

In accordance with §31-48d of the Connecticut General Statutes, this will serve as notice that this employer may engage in the following types of Electronic Monitoring of employees' activities or communications;

___ Telephone
___ Camera (including hidden cameras)
___ Computer
___ Radio
___ Wire
___ Electromagnetic
___ Photoelectronic
___ Photo-optical
___ Other ____________________________

If you have any questions regarding this notice,

contact ______________________________ (Company Representative)

for additional information.

The Connecticut Department of Labor provides this sample poster as a public service, Wage & Workplace Standards Division 200 Folly Brook Boulevard Wethersfield, CT 06109-1114
A copy of § 31-48d ET. Seq. CGS appears on the reverse.