# Labor Law Compliance Center

# **IOWA**

Labor Law Compliance Center
posters@laborlawcc.com
www.laborlawcc.com
(800) 801-0597

# **Iowa Labor Law Posters**

### English

All employers  All employers  an 8.5 x 14 inch layout as per state posting regulations	01/21
n an 8.5 x 14 inch layout as per state posting	
rogalationo	01/22
All employers	08/18
All employers	-
nvolved in the Sale, Rental, and Financing of Housing	-
Recommended	-
All employers in Johnson County	10/15
	All employers  nvolved in the Sale, Rental, and Financing of Housing

## Your Rights Under the Iowa Minimum Wage Law

### **Hourly Minimum Wage**

\$7.25

The minimum wage applies to most hourly wage earners employed in lowa. Most small retail and service establishments grossing less than \$300,000.00 annually are not required to pay the minimum wage. The majority of supervisory and administrative employees paid a salary are not covered by the law. Employers may pay an initial employment rate of \$6.35 for the first 90 calendar days of employment.

**TIP CREDIT** – The employer's share for tipped employees who customarily and regularly receive more than \$30.00 a month in tips must be at least \$4.35 an hour.

#### **Enforcement**

The lowa Division of Labor may bring action against employers who violate the state's minimum wage law. Courts may order payment of back wages. No employer can discriminate against or discharge an employee for filing a complaint or participating in a proceeding under this law.

#### **Contact Information**

Iowa Division of Labor 150 Des Moines Street Des Moines, IA 50309-1836

Phone: 515-725-5619 Fax: 515-725-4123

www.iowadivisionoflabor.gov

### **Federal Minimum Wage and Overtime Pay**

Applications of the minimum wage rates under federal law differ from those under lowa Law. Iowa employers must comply with the more stringent applicable law. Overtime is covered by the federal Fair Labor Standards Act. Questions concerning federal law should be directed to:

U.S. Department of Labor Wage & Hour Division 210 Walnut Street Des Moines, IA 50309 Phone: 515-284-4625

www.dol.gov

The law requires displaying this poster where it can easily be seen by all employees

# Job Safety and Health

#### IT'S THE LAW!

#### **EMPLOYEES:**

- You have the right to notify your employer or lowa OSHA about workplace hazards. You may ask lowa OSHA to keep your name confidential.
- You have the right to request an OSHA inspection if you believe that there are unsafe and unhealthful conditions in your workplace. You or your representative may participate in that inspection.
- You can file a complaint with OSHA within 30 days of retaliation or discrimination by your employer for making safety and health complaints or for exercising your rights under the OSH Act.
- You have a right to see OSHA citations issued to your employer. Your employer must post the citations at or near the place of the alleged violation for at least 3 working days.
- Your employer must correct workplace hazards by the date indicated on the citation and must certify that these hazards have been reduced or eliminated.
- You have the right to copies of your medical records or records of your exposure to toxic and harmful substances or conditions.
- Your employer must post this notice in your workplace.
- You must comply with all occupational safety and health standards issued under the OSH Act that apply to your own actions and conduct on the job.

#### **EMPLOYERS:**

- You must furnish your employees a place of employment free from recognized hazards.
- You must comply with the occupational safety and health standards issued under the *OSH Act*.
- Iowa OSHA Consultation can help you identify and correct hazards without citation or penalty.

To report a workplace fatality, hospitalization, amputation or the loss of an eye, visit www.iowaosha.gov or call 877-242-6742.

For assistance and information contact:

lowa Division of Labor Services 150 Des Moines Street Des Moines, Iowa 50309-1836 Phone: 515-242-5870 www.iowaosha.gov

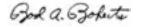




#### **Complaints About the Iowa OSHA Program**

You may file a complaint about the Iowa Division of Labor's operations or administration of the OSH Act by contacting:

OSHA Regional Office 2300 Main Street, Suite 1010 Kansas City, MO 64108-2447 816-283-8745





## UNEMPLOYMENT INSURANCE

If you become unemployed, you may be eligible for unemployment insurance benefits. If you are still employed but working fewer hours than your regular full-time work week and are earning less than your regular full-time wages, you may be entitled to partial benefits. Unemployment insurance benefits are made possible by taxes paid by this employer. No deductions are made from your paycheck for unemployment insurance.

The same week you become unemployed, you may file a new unemployment insurance claim online or in-person.



#### www.iowaworkforcedevelopment.gov and click on the

Apply for Unemployment link.
You should file an initial claim the same week you are unemployed or working reduced hours.
Your unemployment insurance claim DOES NOT begin on the date your job ended or your hours were reduced.
Your claim is effective the Sunday of the week you apply.



#### **IN-PERSON**

If you do not have access to a computer, visit the nearest **lowa WORKS Center.** 

Delay in filing an unemployment insurance claim can result in the loss of all or part of the benefits you may be entitled to receive.



#### **INFORMATION**

For complete information about your unemployment insurance rights and responsibilities, review the Unemployment Handbook at

#### www.iowaworkforcedevelopment.gov.

To register for work and learn more about available work in your area, go to

www.iowaworks.gov or visit your nearest IowaWORKS Center.



#### **IOWAWORKS CENTER LOCATIONS**



lowaWORKS Centers are located in 17 cities.

- Burlington
- Carroll
- Cedar Rapids
- Council Bluffs
- Creston
- Davenport
- Decorah
- Des Moines
- Dubuque

- Fort Dodge
- lowa City
- Marshalltown
- Mason City
- Ottumwa
- Sioux City
- Spencer
- Waterloo

For the location of the lowa WORKS Center nearest you, call: 866-239-0843 or visit www.iowaworkforcedevelopment.gov.



Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities. For deaf and hard of hearing, use Relay 711.

LAW REQUIRES DISPLAYING THIS POSTER WHERE IT CAN EASILY BE SEEN BY ALL EMPLOYEES.



# NOTICE TO EMPLOYER

Employers who fail to insure liability as required by law must post a sign of sufficient size in a place easily seen by employees in the immediate vicinity where they work, which reads:

#### NOTICE TO EMPLOYEES

You are hereby notified that the undersigned employer has failed to insure the employer's liability to pay compensation as required by law, and that because of such failure the employer is liable to the employer's employees in damages for personal injuries sustained by the employer's employees. (Signed) [Employer]



# KEEP CALM

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# FAIR HOUSING IS THE LAW

(The Fair Housing Amendments Act of 1988 and Iowa Civil Rights Act)

DISABILITY COLOR RACE RELIGION FAMILIAL STATUS SEX
NATIONAL ORIGIN
SEXUAL ORIENTATION
GENDER IDENTITY

Anyone who feels he or she has been discriminated against may file a complaint of housing discrimination by contacting:

HUD Kansas City Regional Office 400 State Avenue Room 200 Kansas City, KS 66101 (800) 743-5323 http://hud.gov Iowa Civil Rights Commission 400 E. 14<sup>th</sup> Street Grimes State Office Building Des Moines, IA 50319 (515) 281-4121 or (800) 457-4416 https://icrc.iowa.gov/





# **Equal Employment Opportunity is the**



# What Does Equal Employment Opportunity Mean?

It guarantees the right of all persons to apply and be considered for job opportunities on the basis of the person's ability to do the job. While employed, you should not be treated unfairly because of any of the protected characteristics.

#### What Does the Law Cover?

Chapter 216 of the *Code of Iowa*, as amended, (The Iowa Civil Rights Act), prohibits discrimination in employment because of a person's:

Race Age (18 and older)
Creed National Origin
Color Gender Identity
Sex Sexual Orientation

Pregnancy Disability

Religion

#### To Whom Does the Law Apply?

- Persons who apply for employment with, or employees of, private employers, state and local governments, and public and private educational institutions with four or more employees.
- Employment agencies, labor unions, contractors, and sub-contractors, and apprenticeship programs.

# What Other Resources Are Available to Help with a Discrimination Problem?

You may also contact the local human rights, civil rights or human relations agency in your area, or the U.S. Equal Employment Opportunity Commission (EEOC), a federal agency. The EEOC District Office is located at:

310 West Wisconsin Ave., Suite 800 Milwaukee, WI 53203-2292 414-297-1111

EEOC enforces Title VII of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, religion, sex, or national origin; the Age Discrimination in Employment Act (ADEA), which protects persons age 40 or older; and the Americans with Disabilities Act (ADA).

#### What Action Will an Agency Take?

The Commission's staff can answer questions about your rights under the Act and help you take the necessary steps to file a complaint if you decide to pursue a claim. Once a complaint is filed, the Commission will take all appropriate actions to process the complaint. There is no charge to file a complaint and you do not need an attorney to file a complaint with the Commission.

#### What Should I Do If I Believe I've been Discriminated Against?

You should immediately contact:

**Iowa Civil Rights Commission** 

400 E. 14<sup>th</sup> Street, Grimes Building Des Moines, Iowa 50319 515-281-4121, 1-800-457-4416 515-242-5840 (FAX)

http://www.state.ia.us/government/crc

You may contact the Commission by telephone or mail for information, or assistance in filing a complaint. The Commission's office hours are 8:00 a.m. to 4:30 p.m., Monday through Friday. You may leave a message at 515-281-4121 after hours for a return call. Your complaint must be filed within 300 days of the discriminatory act.

"Injustice anywhere is a threat to justice everywhere." – Martin Luther King, Jr.





### **BOARD OF SUPERVISORS**

Pat Harney, Chairperson Mike Carberry Terrence Neuzil

Janelle Rettig Rod Sullivan

#### APPLICABILITY OF THE JOHNSON COUNTY MINIMUM WAGE LAW

### **Hourly Minimum Wage**

Date	Minimum Wage (non-tipped employees)	Tipped Employees
November 1, 2015 – April 30, 2016	\$8.20	\$4.92
May 1, 2016 - December 31, 2016	\$9.15	\$5.49
January 1, 2017 – June 30 2018	\$10.10	\$6.06

The Johnson County minimum wage described above applies to most hourly wage earners employed in unincorporated Johnson County and certain municipalities. If your business and employees are covered by the State of Iowa minimum wage, the Johnson County minimum wage is also applicable. Employers may pay an initial employment rate of \$6.35 for the first 90 calendar days of employment. Covered employees who perform more than two hours of work within Johnson County or an applicable municipality within a two week time period must be paid the Johnson County minimum wage for the hours worked in Johnson County. The employer's share for tipped employees who customarily and regularly receive more than \$30.00 a month in tips must be at least 60% of the applicable minimum as shown above.

#### **Enforcement**

The Johnson County minimum wage may be enforced in several different ways. Claims for unpaid wages may be made with the Iowa Division of Labor pursuant to Iowa's Wage Payment Collection Law, found in Iowa Code Chapter 91A. Employees also have a civil cause of action against employers under Chapter 91A for unpaid wages. Finally, violations of the Johnson County minimum wage law are also considered county infractions enforced pursuant to Iowa Code Section 331.307. A county infraction is a civil offense punishable by a civil penalty of not more than \$750 for each violation or if the infraction is a repeat offense a civil penalty of not more than \$1000 for each repeat offense. Investigations of county infractions are within the jurisdiction of the Johnson County Sheriff.

#### **Contact Information**

Iowa Division of Labor 1000 East Grand Avenue Des Moines, IA 50319-0209 (515)281-3606 or (800)JOB-IOWA www.iowadivisionoflabor.gov

Johnson County Board of Supervisors 913 South Dubuque Street Iowa City, Iowa 52240 (319)356-6000 www.johnson-county.com

Johnson County Attorney's Office 417 South Clinton Street Iowa City, Iowa 52240 (319)339-6100

www.JOHNSON-COUNTY.com ♦ johnsoncountyia.igm2.com **Labor Law Compliance Center** 

913 SOUTH DUBUQUE STREET ◆ IOWA CITY, IA 52240 ◆ 319.356.6000 PHONE ◆ 319.356.6036 FAX