



“Tip of the Month”

Employer Posting Requirements

All employers must meet two sets of posting requirements, Federal and State. These postings relate primarily to the wage and hour laws and include posters concerning the New Hampshire Wage Law and Youth Employment Law, New Hampshire Protective Legislation Law, and the Federal Minimum Wage, Overtime and Child Labor Laws. Federal and state laws also impose additional record keeping and posting requirements relating to unemployment, equal employment opportunity and discrimination, and safety.

All of the required posters should be displayed in prominent locations on the company premises, such as on bulletin boards, near time clocks, or at entrances, where employees are likely to see them. Listed below are the requirements for posting government notices.

Subject	Regulation	Posting	From
Safety	OSHA	Job safety and health protection, OSHA 2203	Regional OSHA office
	OSHA	Annual summary of job injuries – post by February 1	Regional OSHA office
Minimum Wage, Overtime, Equal Pay, Child Labor	Fair Labor Standards Act of 1938	Wage-Hour Poster 1088	Local or regional wage-hour office
Age	Age Discrimination in Employment Act of 1967	Notice to persons aged 40 and over	EEOC
Equal opportunity employment	Civil Rights Act of 1964	Equal employment opportunity is the law	Local EEOC office
Federal contractors	Exec. Order 11246	New poster satisfies EEOC, OFCCP; covers disability, veterans	Local EEOC office
Federal contractors: Disability	Americans with Disabilities Act of 1990	Included in poster above	
Public contracts	Walsh-Healey Act	Notice to employees working on government contracts	Wage and hour office

In addition to posters required by federal law, New Hampshire requires employers to display posters concerning the minimum wage law, protective legislation, and the Whistleblowers’ Act. Copies are available from the NH Department of Labor. Employers are also required to post the schedules of employees required or allowed to work on Sundays, showing their day of rest, and the schedules of minor employees, showing the time allowed for meals and the maximum hours of work permitted in any one day.

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