

EMPLOYEE RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT

THE UNITED STATES DEPARTMENT OF LABOR WAGE AND HOUR DIVISION

LEAVE BENEFITS
 Eighteen employees who work for a covered employer can take up to 12 weeks of unpaid, job-protected leave in a 12-month period for the following reasons:

- To care for a child who must be taken within 1 year of the child's birth or placement.
- To care for the employee's spouse, child, or parent who has a qualifying serious health condition.
- For the employee's own qualifying serious health condition that makes the employee unable to perform the employer's job.
- For any qualifying exigency related to the family deployment of a military member who is the employee's spouse, child, or parent.

An eligible employee who is a covered employer's spouse, child, parent or next of kin may also take up to 12 weeks of FMLA leave in a 12-month period to care for the next of kin with a serious health condition.

Employees who do not need to be taken in FMLA leave, when the FMLA employee does not need to be taken in FMLA leave, employees may take leave intermittently or in a reduced schedule.

Employees who choose, or an employer may require, use of accrued paid leave that is being taken in FMLA leave. If an employee substitutes accrued paid leave for FMLA leave, the employee must comply with the employer's normal paid leave policies.

BENEFITS & NOTICE
 While employees are on FMLA leave, employers must continue health insurance coverage if the employees were not on leave. Employees must be restored to the same job or one nearly identical with equivalent pay benefits, and other employment terms and conditions.

Employers do not have to have a medical diagnosis, but must provide enough information to the employee so an administrator if the leave qualifies for FMLA protection. Sufficient information could include: informing an employer that the employee is or will be unable to perform his or her job duties, that a family member cared person daily activities, that hospitalization or continuing medical treatment is necessary. Employees need inform the employer of the need to leave in a manner for which FMLA leave was previously taken in certain circumstances may require a certificate or medical certification that is necessary to the need for leave. If the employer determines that the certification is necessary, it must provide a written notice indicating what additional information is required.

EMPLOYER RESPONSIBILITIES
 Once an employer becomes aware that an employee's need for leave is for a reason that may qualify under the FMLA, the employer must provide a written notice of rights and responsibilities under the FMLA. If the employer is not eligible, the employer must provide a notice of rights and responsibilities under the FMLA.


ENFORCEMENT
 Employees may file a complaint with the U.S. Department of Labor Wage and Hour Division, or may bring a private lawsuit against an employer. The FMLA does not affect any federal or state law prohibiting discrimination or disparate any state or local law or collective bargaining agreement that provides greater rights or medical leave rights.

For additional information or to file a complaint:

1-866-4-USWAGE
 (1-866-487-9243) TTY: 1-877-889-5627

www.dol.gov/whd

U.S. Department of Labor | Wage and Hour Division



WH1420 REV 04/16

EMPLOYEE RIGHTS EMPLOYEE POLYGRAPH PROTECTION ACT

The Employee Polygraph Protection Act prohibits most private employers from using lie detector tests either for pre-employment screening or during the course of employment.

PROHIBITIONS
 Employers are generally prohibited from requiring or requesting any employee or job applicant to take a lie detector test, and from discharging, discriminating against an employee or prospective employee for refusing to take a test or for exercising other rights under the Act.

EXEMPTIONS
 Federal, State and local governments are not affected by the law. Also, the law does not apply to tests given by the Federal Government to certain private individuals engaged in national security-related activities.

The Act permits polygraph (a kind of lie detector) tests to be administered in the private sector, subject to restrictions, to certain prospective employees of security service firms (armed car, alarm, and guard), and of pharmaceutical manufacturers, distributors and dispensers.


The Act also permits polygraph testing, subject to restrictions, of certain employees of private firms who are reasonably suspected of involvement in a workplace incident (theft, embezzlement, etc.) that resulted in economic loss to the employer.

The law does not preempt any provision of any State or local law or any collective bargaining agreement which is more restrictive with respect to lie detector tests.

EXAMINEE RIGHTS
 Where polygraph tests are permitted, they are subject to numerous strict standards concerning the conduct and length of the test. Examinees have a number of specific rights, including the right to a written notice before testing, the right to refuse or discontinue a test, and the right not to have test results disclosed to unauthorized persons.

ENFORCEMENT
 The Secretary of Labor may bring court actions to restrain violations and assess civil penalties against violators. Employees or job applicants may also bring their own court actions.

THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS POSTER WHERE EMPLOYERS AND JOB APPLICANTS CAN READILY SEE IT.



1-866-487-9243
 TTY: 1-877-889-5627
 www.dol.gov/whd

Hours and Times of Day Minors May Work in Wisconsin

State and federal laws do not limit the hours that minors 16 years of age or over may work, except that they may not be employed or permitted to work during hours of required school attendance under Wis. Stat. § 118.15.

State and federal laws also permit minors under 16 to work up to seven days per week in the delivery of newspapers and agriculture. In most other types of labor, minors under 16 may only work six days a week.

Most employers must obtain work permits for minors under 16 before permitting them to work. For further information, see the Wisconsin Employment of Minors Guide (ERD-4758-P).

Maximum Hours of Work for 14 & 15 year-old minors	After Labor Day through May 31	June 1 through Labor Day
Daily Hours		
Non-School Days	8 hours	8 hours
School Days	3 hours	3 hours
Weekly Hours		
Non-School Weeks	40 hours	40 hours
School Weeks	18 hours	18 hours
Permitted Time of Day	7am-7pm	7am-9pm

Employers subject to both federal and state laws must comply with the more stringent section of the two laws.

State child labor laws prohibit work during times that minors are required to be in school, except for students participating in work experience and career exploration programs operated by the school.

Minors under 16 years of age are limited to the maximum hours and time of day restrictions even though they may work for more than one employer during the same day or week.

Minors under 14 years of age are allowed to work in certain occupations (e.g., street trades, agriculture, and work in school lunch programs). See the Wisconsin Employment of Minors Guide, ERD-4758-P, for more detail). These minors are subject to the same hourly and time of day restrictions as minors who are 14 or 15 years of age.

Minors under 18 years of age may not work more than 6 consecutive hours without having a 30-minute, duty free meal period.

Minors 16 & 17 years of age who are employed after 11:00 pm must have 8 hours of rest between the end of one shift and the start of the next shift.

Minimum Wage for minors is \$7.25 per hour. Employers may pay an "Opportunity Wage" of \$5.90 per hour for the first 90 days of employment. On the 91st day, the wage must increase to \$7.25 per hour.

For further information about the federal child labor laws call (608) 441-5221, or write to U.S. Department of Labor, Wage & Hour, 740 Regent Street, Suite 102, Madison, WI 53715.

For further information about the state child labor laws, call the Equal Rights Division in Madison (608) 266-6860 or Milwaukee (414) 227-4384.

DEPARTMENT OF WORKFORCE DEVELOPMENT - EQUAL RIGHTS DIVISION
 PO BOX 8928 MADISON WI 53708
 Telephone: (608) 266-6860
 Website: <https://dwd.wisconsin.gov/>

DWD is an equal opportunity employer and service provider. If you have a disability and need assistance with this information, please contact the Equal Rights Division at (608) 266-6861 to request information in an alternate format, including translated to another language.

ERD-9212-P (R. 06/2020)

Job Safety and Health IT'S THE LAW!

All workers have the right to:

- A safe workplace.
- Raise a safety or health concern with your employer or OSHA, or report a work-related injury or illness, without being retaliated against.
- Receive information and training on job hazards, including all hazardous substances in your workplace.
- Request a confidential OSHA inspection of your workplace if you believe there are unsafe or unhealthy conditions. You have the right to have a representative contact OSHA on your behalf.
- Participate (or have your representative participate) in an OSHA inspection and speak in private to the inspector.
- File a complaint with OSHA within 30 days (by phone, online or by mail) if you have been retaliated against for using your rights.
- See any OSHA citations issued to your employer.
- Request copies of your medical records, tests that measure hazards in the workplace, and the workplace injury and illness log.

Employers must:

- Provide employees a workplace free from recognized hazards. It is illegal to retaliate against an employee for using any of their rights under the law, including raising a health and safety concern with you or with OSHA, or reporting a work-related injury or illness.
- Comply with all applicable OSHA standards.
- Notify OSHA within 8 hours of a workplace fatality or within 24 hours of any work-related inpatient hospitalization, amputation, or loss of an eye.
- Provide required training to all workers in a language and vocabulary they can understand.
- Prominently display this poster in the workplace.
- Post OSHA citations at or near the place of the alleged violations.

On-Site Consultation services are available to small and medium-sized employers, without citation or penalty, through OSHA-supported consultation programs in every state.

This poster is available free from OSHA.

Contact OSHA. We can help.

1-800-321-OSHA (6742) • TTY 1-877-889-5627 • www.osha.gov

Employee Protections Against Use of Honesty Testing Devices (Wis. Stat. § 111.37)

Employees who use honesty testing must display this poster in one or more conspicuous places where notices to employees are customarily posted.

Under Wisconsin law, requiring or requesting that an employee or applicant take a honesty test (lie detector) is unlawful or heavily regulated. Further, employees may not discriminate against a person who refuses to take a test or objects to its use.

Exceptions
 An employer can request that an employee take a test in connection with an investigation involving economic loss or injury to a business if the employee is a reasonable suspect.

Honesty tests may be used by law enforcement agencies and certain businesses engaged in providing security services, alarm systems, and who manufactures, distribute or sell controlled substances.

Employee's Applicant Rights
 Any legally permitted honesty test is subject to strict safeguards, including an examinee's right to proper notice, the right to discontinue a test at any time and the right to advance written notice of the questions to be asked.

Enforcement
 Victims of unlawful honesty testing may file a complaint within 300 days after the date the unfair honesty testing occurred, at one of the offices below.

STATE OF WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT EQUAL RIGHTS DIVISION

STREET ADDRESS: 201 E WASHINGTON AVE ROOM A100 MADISON WI 53703
 MAILING ADDRESS: PO BOX 8928 MADISON WI 53708-8928
 Telephone: (608) 266-6860

819 N 8th ST ROOM 723 MILWAUKEE WI 53203
 Telephone: (414) 227-4384

Website: <https://dwd.wisconsin.gov/>

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ERD-0851-P (R. 02/2021)

WISCONSIN BONE MARROW AND ORGAN DONATION LEAVE ACT

Section 103.11, Wisconsin Statutes, requires all employers with 50 or more employees to display a copy of this poster in the workplace. Employers with 25 or more employees are required to post their particular leave policies.

Under state law all employers with 50 or more permanent employees must allow employees of either sex:

- Up to six (6) weeks leave in a 12-month period for the purpose of serving as a bone marrow or organ donor, provided that the employer provides his or her employer with written verification that the employee is to serve as a bone marrow or organ donor and so long as the leave is only for the period necessary for the employee to undergo the bone marrow or organ donation procedure and to recover from the procedure.

This law applies only to an employee who has worked for the employer more than 52 consecutive weeks and for at least 1000 hours during that 52-week period. The law also requires that employees be allowed to substitute paid or unpaid leave provided by the employer for Wisconsin Bone Marrow or Organ Donation Leave. Employers may have leave policies, which are more generous than leaves required by the law.

A complaint concerning a denial of rights under this law must be filed within 30 days after the violation occurs or the employee should have reasonably known that the violation occurred, whichever is later.

For answers to questions about the law, a complete copy of the law, or to make a complaint about a denial of rights under the law contact:

STATE OF WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT EQUAL RIGHTS DIVISION
 PO BOX 8928 MADISON WI 53708
 Telephone: (608) 266-6860

819 N 8th St, Room 723 MILWAUKEE WI 53203
 Telephone: (414) 227-4384

Website: <https://dwd.wisconsin.gov/>

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ERD-0116-P (R. 06/2020)

ETC

Wisconsin Fair Employment Law

Section 111.31-111.385 Wisconsin Statutes and DWD 214 Wisconsin Administrative Code requires that all employers prominently display this Poster in all places of employment.

It is unlawful to discriminate against employees and job applicants because of their:

- Sex
- Color
- Ancestry
- Disability
- Marital Status
- Race
- Creed (Religion)
- Age (40 or Over)
- Declining to Attend a Meeting or Participate in any Communication About Religious or Political Matters
- Use of Lawful Products
- Arrest or Conviction
- Honorary Testing
- National Origin
- Pregnancy or Childbirth
- Sexual Orientation
- Genetic Testing
- Military Service

This law applies to employees, employment agencies, labor unions and licensing agencies.

Employers may not require certain types of honesty testing or genetic testing as a condition of employment, nor discipline an employee because of the results.

Employers may not harass in the workplace based on their protected status nor retaliate against for filing a complaint, for assisting with a complaint, or for reporting discrimination in the workplace.

There is a 300-day time limit for filing a discrimination complaint.

For more information or a copy of the law and the administrative rules contact:

STATE OF WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT EQUAL RIGHTS DIVISION
 201 E WASHINGTON AVE ROOM A100 PO BOX 8928 MADISON WI 53708
 Telephone: (608) 266-6860

819 N 8th St ROOM 723 MILWAUKEE WI 53203
 Telephone: (414) 227-4384

Website: <https://dwd.wisconsin.gov/>

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ERD-051-P (R. 02/2021)

Employee Rights under Wisconsin's Business Closing/Mass Layoff Notification Law

Under Wisconsin law, employees have certain rights and employers have certain obligations to give proper notice to their employees and others before taking certain actions.

What is a "business closing" or "mass layoff"?
 A "business closing" requires notice if there is a permanent or temporary shutdown of an employment site or one or more facilities or operating units at an employment site or within a single municipality that affects 50 or more employees (not including "new" or "new-hire" employees).

A "mass layoff" requires notice if there is a reduction in the workforce that is not a "business closing" and which affects the following number of employees (including new-hire or new-hire employees) at an employment site or within a single municipality:

- At least 25% of the employer's workforce or 25 employees, whichever is greater or
- At least 50 employees.

Employees are entitled to receive notice if:

- They are laid off for more than 30 days, or if their hours are reduced more than 50 percent during each month of any 6-month period, as the result of a business closing or mass layoff. New or new-hire employees who have been employed for fewer than the 12-month period the date on which notice is required or who average fewer than 20 hours of work per week, are not covered.

What notice provisions are entitled to receive notice?
 With certain exceptions, businesses employing 50 or more persons in the State of Wisconsin must provide written notice 60 days before implementing a "business closing" or "mass layoff" to the State. The federal or state government (and their political subdivisions, their labor organizations and representatives), and independent contractors can be not covered under this law and do not have to provide notice. Additional exceptions exist in various situations involving strikes or lockouts, sales, relocations, temporary or seasonal employment, unforeseeable circumstances, natural or man-made disasters, temporary cessation of operations, or business is financially insolvent.

When are employees entitled to receive notice?
 Employees are entitled to receive notice if they are covered in part of "business closing" or "mass layoff." New or new-hire employees are also entitled to receive notice in situations where there is a "business closing" or "mass layoff."

What can employees receive if notice is required and not given?
 If an employer employees a "business closing" or "mass layoff" without providing required notice, an affected employee may recover back pay and benefits for each day that required notice was not provided (up to a maximum of 60 days). An affected employee may also recover attorney fees and costs in a lawsuit.

If you have questions regarding this law or wish to file a complaint, call or write us at:

STATE OF WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT EQUAL RIGHTS DIVISION
 201 E WASHINGTON AVE ROOM A100 PO BOX 8928 MADISON WI 53708
 Telephone: (608) 266-6860

819 N 8th St ROOM 723 MILWAUKEE WI 53203
 Telephone: (414) 227-4384

Website: <https://dwd.wisconsin.gov/>

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ERD-0609-P (R. 02/2020)

EMPLOYEE RIGHTS UNDER THE FAIR LABOR STANDARDS ACT

FEDERAL MINIMUM WAGE

\$7.25 PER HOUR

BEGINNING JULY 24, 2009

The law requires employers to display this poster where employees can readily see it.

OVERTIME PAY
 At least 1 1/2 times the regular rate of pay for all hours worked over 40 in a workweek.


CHILD LABOR
 An employer must be at least 16 years old to work in most non-farm jobs and at least 18 to work in non-farm jobs declared hazardous by the Secretary of Labor. Youth 14 and 15 years old may work outside school hours in various non-manufacturing, non-mining, non-hazardous jobs with certain work hours restrictions.

TIP CREDIT
 Employers of "tipped employees" who meet certain conditions may claim a partial wage credit based on the amount of tips received by their employees. Employers may not tip credit more than \$2.83 per hour and may not tip credit more than 20% of the employee's minimum wage obligation. If an employee's tip credit exceeds \$2.83 per hour or equal the minimum hourly wage, the employer must make up the difference.

NURSING MOTHERS
 The FLSA requires employers to provide reasonable break time for a nursing mother employee who is pumping breast milk for her infant. The break time must be taken during the employee's normal workday. The break time must be taken during the employee's normal workday. The break time must be taken during the employee's normal workday.

ENFORCEMENT
 The Department has authority to recover back wages and an equal amount of liquidated damages in instances of minimum wage, overtime, and other violations. The Department may litigate and/or seek civil penalties. Employees may file a complaint with the Department of Labor. Employees may also file a complaint with the Department of Labor. Employees may also file a complaint with the Department of Labor.

ADDITIONAL INFORMATION
 Certain occupations and establishments are exempt from the minimum wage and overtime pay provisions. Some provisions apply to workers in American Samoa, the Commonwealth of the Northern Mariana Islands, and the Commonwealth of Puerto Rico. Some states have enacted their own minimum wage laws. Some states have enacted their own minimum wage laws. Some states have enacted their own minimum wage laws.



U.S. Department of Labor | Wage and Hour Division

1-866-487-9243
 TTY: 1-877-889-5627
 www.dol.gov/whd

Wisconsin Minimum Wage Rates Effective July 24, 2009 (Wis. Stat. 104.10)

Non-Opportunity Employees:	Opportunity Employees:
\$7.25 Per Hour	\$5.90 Per Hour

Minimum Wage Rates for Tipped Employees

Non-Opportunity Employees:	Opportunity Employees:
\$2.33 Per Hour	\$2.13 Per Hour

Note: "Opportunity employee" means an employee who is not yet 20 years old and who has been in employment status with a particular employer for 90 or fewer consecutive calendar days from the date of initial employment.

Minimum Wage Rates for All Agricultural Employees

Adults	\$7.25 Per Hour
Minors	\$7.25 Per Hour

Minimum Rates for Caddies

9 Holes	\$5.90	18 Holes	\$10.50
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For more information contact:

STATE OF WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT EQUAL RIGHTS DIVISION
 201 E WASHINGTON AVE, ROOM A100 MADISON WI 53703
 PO BOX 8928 MADISON WI 53708-8928
 Telephone: (608) 266-6860

819 N 6TH ST ROOM 723 MILWAUKEE WI 53203
 Telephone: (414) 227-4384

Website: <https://dwd.wisconsin.gov/>

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ERD-0116-P (R. 06/2020)

Wisconsin Maximum Allowances for Board and Lodging

Effective July 24, 2009

Non-Agricultural Employment

	Non-Opportunity Employees	Opportunity Employees
Meals	\$97.00 Per Week \$4.15 Per Meal	\$70.00 Per Week \$3.35 Per Meal
Lodging	\$58.00 Per Week \$8.30 Per Day	\$47.20 Per Week \$6.75 Per Day

Agricultural Employment

All Employees

	Meals	Lodging
Meals	\$97.00 Per Week \$4.15 Per Meal	\$58.00 Per Week \$8.30 Per Day

Camp Counselor Employment

Weekly Salary for All Employees (Adults and Minors)

Board & Lodging	Board Only	No Board or Lodging	
Salary Rates	\$210.00	\$265.00	\$350.00

When board or lodging provided by an employer is accepted and received by an employee, the employer is permitted to deduct the amounts from the worker's paycheck. The amounts deducted are not used to determine if the employee is receiving the required minimum wage rates.

Notice to Employees About Applying for Wisconsin Unemployment Benefits

When To Apply

- You are totally unemployed.
- You are partially unemployed (your weekly earnings are reduced), or
- You expect to be laid off within the next 13 weeks and would like to start your benefit year early.

IMPORTANT: Your claim begins the week you apply. To avoid any loss of benefits, apply the first week you are unemployed. Do not wait until the week is over.

Have This Information Ready to Apply:

- A username and password for filing online
- A valid email or mobile number
- Your social security number
- Your Wisconsin driver license or identification number
- Your work history for the last 18 months:
 - Employers' business names **
 - Employers' addresses (including zip code) **
 - Employers' phone numbers
 - First and last dates of work with each employer
 - Reason no longer working with each employer
- Your alien registration number, document number and expiration date, if you are not a U.S. citizen
- Form DD214 (Member 4 copy), if you served in the military in the last 18 months
- Form SF-50 or SF-8, if you are a federal civilian employee
- Name and local number of your union hall, if you are a union member

Notice to Employers: All employers covered by Wisconsin's Unemployment Insurance Law are required to prominently display this poster where employees will easily see it. If employers do not have a permanent work site regularly accessible to employees, an individual copy is to be provided to each employee. For additional copies go online at: <https://dwd.wisconsin.gov/dwd/publications/notice.htm> or call 414-438-7705. Please enter your UI Account business name and address in the box (at right) for employee reference.

Notice to Employees: The federal Social Security Act requires that you give us your social security number. It will be used to verify your identity and determine your eligibility. If you do not provide your social security number, we cannot take your claim.

UCB-7-P (R. 08/2019)

How To Apply

STEPS TO APPLY ONLINE:

- Type into the internet browser: my.unemployment.wisconsin.gov
- Read & accept Terms and Conditions
- Create a username and password
- Log on to access online benefit services
- Complete your application

Apply Online During These Times

Day	Time
Sunday	9:00 AM – 5:00 PM
Monday – Friday	6:00 AM – 7:00 PM
Saturday	9:00 AM – 2:30 PM

For help using online services or if you are truly unable to go online call 414-435-7609 during business hours

For more information about unemployment insurance, visit our website: dwd.wisconsin.gov/ui

STATE OF WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT

**** Employer Business Name & Address:**

Electronic Theatre Controls
 3031 Pleasant View Rd., Middleton, WI 53562

DWD is an equal opportunity employer and service provider. If you have a disability and need assistance with this information, please call 7-11 (414-438-7609) to request information in an alternate format, including translated to another language.

Wisconsin Family and Medical Leave Act

Section 103.10, Wisconsin Statutes, requires that all employers with 50 or more employees display a copy of this poster in the workplace. Employers with 25 or more employees are required to post their particular leave policy.

Under state law all employers with 50 or more permanent employees must allow employees of either sex:

- Up to six (6) weeks leave in a calendar year for the birth or adoption of the employee's child, providing the leave begins within sixteen (16) weeks of the birth or placement of that child.
- Up to two (2) weeks of leave in a calendar year for the care of a child, spouse, domestic partner, as defined in § 40.02(21) or 770.01(1) or parent or a parent of a domestic partner with a serious health condition.
- Up to two (2) weeks leave in a calendar year for the employee's own serious health condition.

This law only applies to an employee who has worked for the employer more than 52 consecutive weeks and for at least 1000 hours during that 52-week period. The law also requires that employees be allowed to substitute paid or unpaid leave provided by the employer for Wisconsin Family and Medical Leave. Employers may have leave policies, which are more generous than leaves required by the law.

A complaint concerning a denial of rights under this law must be filed within 30 days after the violation occurs or the employee should have reasonably known that the violation occurred, whichever is later.

For answers to questions about the law, a complete copy of the law, or to make a complaint about a denial of rights under the law contact:

STATE OF WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT EQUAL RIGHTS DIVISION
 201 E WASHINGTON AVE, ROOM A100 PO BOX 8928 MADISON WI 53708
 Telephone: (608) 266-6860

819 N 8th ST ROOM 723 MILWAUKEE WI 53203
 Telephone: (414) 227-4384

Website: <https://dwd.wisconsin.gov/>

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ERD-7983-P (R. 06/2020)

Advance Notice Required When Employers Decide to Cease Providing a Health Care Benefit Plan

Wisconsin law (Wis. Stat. § 109.075) requires employers who plan to discontinue health care benefits to current employees, retirees, and dependents of employees or retirees in some instances to provide the affected individuals with 60 days' notice of the cessation of benefits.

Q. Which employers must comply with this requirement?
 A. An employer who operates a business enterprise in Wisconsin that employs 50 or more persons in the state must provide written notice of its intention to cease providing health care benefits to affected parties.

Q. Who is an affected individual entitled to this notice?
 A. Employees, any union representing employees of the business, retirees, and dependents of employees and retirees currently covered by the health care plan are entitled to receive 60 days' written notice that the benefits will cease.

Q. Why should an affected person file a complaint about not receiving 60 days' notice of the cessation of a health care benefit plan?
 A. A person who did not receive proper notice may receive either the value of the insurance premium(s) for the period without notice or the actual value of medical expenses incurred during the non-notification period (maximum of 60 days).

Q. If I have questions concerning this requirement or I wish to file a complaint about not receiving notice, whom should I contact?
 A. Contact either the Equal Rights Division in Milwaukee or Madison listed below.

STATE OF WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT EQUAL RIGHTS DIVISION
 201 E WASHINGTON AVE, ROOM A100 PO BOX 8928 MADISON WI 53708
 Telephone: (608) 266-6860

819 N 8th ST ROOM 723 MILWAUKEE WI 53203
 Telephone: (414) 227-4384

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ERD-11054-P (R. 06/2020)

Equal Employment Opportunity is THE LAW

Private Employers, State and Local Governments, Educational Institutions, Employment Agencies and Labor Organizations
 Applicants and employees of these entities are protected under Federal law from discrimination on the following basis:

RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN
 Executive Order 11246, as amended, prohibits job discrimination on the basis of race, color, religion, sex or national origin, and requires affirmative action in every aspect of employment.

INDIVIDUALS WITH DISABILITIES
 Section 504 of the Rehabilitation Act of 1973, as amended, prohibits qualified individuals from discrimination on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Disability discrimination includes not making reasonable accommodations to the known physical or mental limitations of an otherwise qualified individual with a disability who is otherwise qualified to perform the essential functions of the job.

AGE
 Title VII of the Civil Rights Act of 1964, as amended, prohibits age discrimination against employees 40 years of age or older from discrimination based on age in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

SEX (GENDER)
 Title VII of the Civil Rights Act of 1964, as amended, Title IX of the Education Amendments Act of 1972, and the Equal Pay Act of 1963, as amended, prohibit sex discrimination on the basis of sex or gender in employment, including but not limited to hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

GENETICS
 Title VII of the Civil Rights Act of 1964, as amended, prohibits genetic information discrimination based on genetic information in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Genetic information includes information about an individual's or family member's genetic characteristics that are used to predict an individual's susceptibility to a disease or disorder.

RELIATION
 Title VII of the Civil Rights Act of 1964, as amended, prohibits religious discrimination on the basis of religion in employment, including but not limited to hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

RETRIBUTION
 Title VII of the Civil Rights Act of 1964, as amended, prohibits retaliation against an individual who has filed a charge of discrimination, participated in a discrimination proceeding, or otherwise reported or threatened to report a violation of this law.

MADE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEX
 Title VII of the Civil Rights Act of 1964, as amended, Title IX of the Education Amendments Act of 1972, and the Equal Pay Act of 1963, as amended, prohibit sex discrimination on the basis of sex or gender in employment, including but not limited to hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

INDIVIDUALS WITH DISABILITIES
 Section 504 of the Rehabilitation Act of 1973, as amended, prohibits qualified individuals from discrimination on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Disability discrimination includes not making reasonable accommodations to the known physical or mental limitations of an otherwise qualified individual with a disability who is otherwise qualified to perform the essential functions of the job.

AGE
 Title VII of the Civil Rights Act of 1964, as amended, prohibits age discrimination against employees 40 years of age or older from discrimination based on age in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

SEX (GENDER)
 Title VII of the Civil Rights Act of 1964, as amended, Title IX of the Education Amendments Act of 1972, and the Equal Pay Act of 1963, as amended, prohibit sex discrimination on the basis of sex or gender in employment, including but not limited to hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

GENETICS
 Title VII of the Civil Rights Act of 1964, as amended, prohibits genetic information discrimination based on genetic information in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Genetic information includes information about an individual's or family member's genetic characteristics that are used to predict an individual's susceptibility to a disease or disorder.

RELIATION
 Title VII of the Civil Rights Act of 1964, as amended, prohibits religious discrimination on the basis of religion in employment, including but not limited to hiring, promotion, discharge,