



OFFICE OF FAIR PRACTICES
1100 NORTH EUTAW STREET, ROOM 613
BALTIMORE, MARYLAND 21201

JENNIFER DASHIELL REED, DIRECTOR

To: Directors, Labor Exchange Administrators and Liaisons

From: Jennifer Dashiell Reed, Director, Office of Fair Practices

Date: April 3, 2017

Re: Required Posters

By law the Department of Labor, Licensing and Regulation is required to share information with their employees on the employment labor laws and other work-related information. To ensure compliance with this rule, the Office of Fair Practices has supplied a list of all the required Federal & State employment and Department of Labor Licensing Regulation's related policies.

Please ensure that the posters are displayed and that this information is in a conspicuous area for all employees to view. The majority of the posters can be downloaded from the internet; I have included the necessary links for you. Please sign and return the attached attestation form for each Department of Labor Licensing and Regulation staffed facility to the Office of Fair Practices, 1100 North Eutaw Street Room 613 Baltimore, Maryland 21201 by May 1, 2017. If you have any questions, please contact JoVerne Holloway at 410-230-6328.

Required Posters

Maryland Posters (You can find a link on the Fair Practices page for most of these posters)

- Equal Pay for Equal Work Posting
- Unemployment Insurance Posting
- Employment of Minors Fact Sheet
- Health Insurance Continuation Notice
- Wage and Hour Fact Sheet
- Workers' Compensation posting (<http://www.wcc.state.md.us/>)
- Wage Payment and Collection
- Emergency Numbers Fill-In-The-Blank
- Maryland Occupational Safety & Health Posting
- Stop Fraud in State Government

Federal Posters (<https://www.dol.gov/oasam/programs/crc/EOPosters.htm>)

- Equal Employment Opportunity posting
- USERRA posting

PHONE: 410-230-6319 • EMAIL: OEOPE@MARYLAND.GOV • INTERNET: WWW.DLLR.MARYLAND.GOV/OEOPE

- OSHA, "It's The Law" posting
- Employee Polygraph posting
- Fair Labor Standards Act posting- minimum wage
- Family & Medical Leave Act posting
- Posting requirements. Military Family Leave Poster is the result of the passing of the National Defense Authorization Act for FY 2008 (NDAA), that President Bush signed into law January 28, 2008
- Federal Minimum Wage rates for the 2016 and 2017 year.
- IRS #213- Withholding announcement Employee Payday Notice
- INS Anti-Discrimination Posting
- Discrimination is Illegal Posting (www.dol.gov/oasam/programs/crc/diatl.pdf) This Poster was updated on January 1, 2017 and it is your responsibility to download and print the revised poster.

DLLR Posters

- Non Discrimination Policy Statement signed by Secretary Schulz
- Disability Statement (Yellow in Color)
- MBE Policy Statement (Please request from the DLLR MBE Coordinator)
- Statement of Sexual Harassment Policy signed by Secretary Schulz

Attestation Form

All information on this form must be printed legibly or typed.

Example:

Program/Unit/Office *Office of Fair Practices*
Location Name *Department of Labor, Licensing and Regulation*
Address *1100 N. Eutaw Street*
City, State, Zip *Baltimore, MD 21201*
Phone *410-230-6319*

Program/Unit/Office	
Location Name	
Address	
City, State, Zip	
Phone	

By signing this form, you attest that you have received the Federal & State of Maryland labor law posters and have them displayed in a visible area along with the Department of Labor, Licensing and Regulation policies at the above location.

Supervisor's Name _____

Supervisor's Signature _____ Date _____

Return to:
 JoVerne Holloway
 Administrative Specialist
 Office of Fair Practices
 1100 North Eutaw Street, Room 613
 Baltimore, MD 21201