

Employer Account Number: 07607130
Employer Name: ROCKY MOUNTAIN SKI INSTRUCTORS EDU
Employer Claims Response Method: E-Response
DBA Name: ROCKY MOUNTAIN SKI INSTRUCTORS EDU
Bankruptcy Status: N/A
TPA Name:

Seasonal Application Confirmation

You have applied for the following seasons or seasonal occupations. In accordance with the [Regulations Concerning Employment Security \(RCES\) 10.1.6.7](#), you must notify employees that you applied for seasonal status by posting the Notice of Application for Seasonal Status, on your premises or otherwise provide the poster to your employees. The Notice of Application for Seasonal Status has been using your correspondence preference. In accordance with RCES 10.1.6, you must also notify any unions representing any of your employees that you applied for seasonal status. This notification allows your employees and their unions, if applicable, the opportunity to review your request for seasonal status and file a protest if they so desire. **You must attest/confirm within 10 calendar days that you have posted the Notice of Application for Seasonal Status in the Seasonal Employer Notice Posting Attestation section of the application. To access the Employer Notice Posting Attestation link, go to "Seasonal" under "Account Maintenance" from the left navigation. You may need to log out and back in before the link is displayed. If you do not attest timely, your application will be denied. Once your application has been denied you will then have to reapply for seasonal status and provide all previously entered seasonal information again.**

If, after 45 days of advising us in writing, you have not received an official determination regarding your seasonal status, contact the Colorado Department of Labor and Employment (CDLE) through our website at cdle.colorado.gov or contact the Employer Services unit at 303-318-9100 (Denver-metro area) or 1-800-480-8299 (outside Denver-metro area).

Entered Predicted Seasons

Season ID	Season Name	Season Start Date	Season End Date
001	Divisional Educators	01/01/2025	04/30/2025
002	Divisional Educators	11/01/2025	12/31/2025

ⓘ This system is for Official Use Only and contains Personally Identifiable Information (PII). Any misuse or unauthorized disclosure of information may result in both Civil and Criminal penalties.

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, disciplining, or 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 (armored 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 pursue civil penalties against violators. Employees or job applicants may also bring their own court actions.

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



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 An employee 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. Youths 14 and 15 years old may work outside school hours in various non-manufacturing, non-mining, non-hazardous jobs with certain work hour restrictions. Different rules apply in agricultural operations.

CHILD LABOR Employees of "tipped employees" who meet certain conditions may claim a partial wage credit based on tips received by their employers. Employers must pay tipped employees a cash wage of at least \$2.13 per hour if they claim a tip credit against their minimum wage obligation. If an employer's tip combined with the employer's cash wage of at least \$2.13 per hour do not equal the minimum hourly wage, the employer must make up the difference.

TIP CREDIT The FLSA requires employers to provide reasonable break time for a nursing employee to express breast milk for her nursing child for one year after the child's birth each time the employee needs to express breast milk. Employers must provide a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public, which may be used by the employee to express breast milk.

PUMP AT WORK The Department has authority to recover back wages and an equal amount in liquidated damages in instances of minimum wage, overtime, and other violations. The Department may litigate and/or recommend criminal prosecution. Employers may be assessed civil money penalties for each willful or repeated violation of the minimum wage or overtime pay provisions of the law. Civil money penalties may also be assessed for violations of the FLSA's child labor provisions. Heightened civil money penalties may be assessed for each child labor violation that results in the death or serious injury of any minor employee, and such assessments may be doubled when the violations are determined to be willful or repeated. The law also prohibits retaliating against or discharging workers who file a complaint or participate in any proceeding under the FLSA.

ENFORCEMENT Certain occupations and establishments are exempt from the minimum wage, and/or overtime pay provisions. Certain narrow exemptions also apply to the pump at work requirements. Special provisions apply to workers in American Samoa, the Commonwealth of the Northern Mariana Islands, and the Commonwealth of Puerto Rico. Some state laws provide greater employee protections; employers must comply with both. Some employers incorrectly classify workers as "independent contractors" when they are actually employees under the FLSA. It is important to know the difference because the two because employees (unless exempt) are entitled to the FLSA's minimum wage and overtime pay protections and correctly classified independent contractors are not. Certain full-time students, students on internships, and workers with disabilities may be paid less than the minimum wage. For more information, visit www.dol.gov.



Your Employee Rights Under the Family and Medical Leave Act

What is FMLA leave?

The Family and Medical Leave Act (FMLA) is a federal law that provides eligible employees with job-protected leave for qualifying family and medical reasons. The U.S. Department of Labor's Wage and Hour Division (WHD) enforces the FMLA for most employers.

Eligible employees can take up to 12 workweeks of FMLA leave in a 12-month period for:

- The birth, adoption or foster placement of a child with you.
- Your serious mental or physical health condition that makes you unable to work.
- To care for your spouse, child or parent with a serious mental or physical health condition, and
- Certain qualifying reasons related to the foreign deployment of your spouse, child or parent who is a military servicemember.

An eligible employee who is the spouse, child, parent or next of kin of a covered servicemember with a serious injury or illness may take up to 26 workweeks of FMLA leave in a single 12-month period to care for the servicemember.

You have the right to use FMLA leave in one block of time. When it is medically necessary or otherwise permitted, you may take FMLA leave intermittently in separate blocks of time, or on a reduced schedule by working less hours each day or week. Read Fact Sheet F2044 for more information.

FMLA leave is **paid** leave, but you may choose, or be required by your employer, to use any employer-provided paid leave if your employer's paid leave policy covers the reason for which you need FMLA leave.

Am I eligible to take FMLA leave?

You are an **eligible employee** if **all** of the following apply:

- You work for a covered employer.
- You have worked for your employer at least 12 months.
- You have at least 1,250 hours of service for your employer during the 12 months before your leave, and
- Your employer has at least 50 employees within 75 miles of your work location.

How do I request FMLA leave?

Generally, to request FMLA leave you must:

- Follow your employer's normal policies for requesting leave.
- Give notice at least 30 days before your need for FMLA leave, or
- If advance notice is not possible, give notice as soon as possible.

You do not have to share a medical diagnosis, but must provide enough information to your employer so that we can determine whether the leave qualifies for FMLA protection. You must also inform your employer if FMLA leave was previously taken or approved for the same reason when requesting additional leave.

Your employer may request certification from a health care provider to verify medical leave and may request certification of a qualifying exigency.

The FMLA does not affect any Federal or state law prohibiting discrimination or providing any state or local law or collective bargaining agreement that provides greater family or medical leave rights.

State employers may be subject to certain limitations in pursuit of their leave requests regarding leave for their own medical conditions. Most Federal and certain congressional employees are also covered by the law but are subject to the jurisdiction of the U.S. Office of Personnel Management or Congress.

What does my employer need to do?

If you are eligible for FMLA leave, your employer must:

- Allow you to take job-protected time off work for a qualifying reason.
- Continue your group health plan coverage while you are on leave on the same basis as if you had not taken leave, and
- Allow you to return to the same job, or a virtually identical job with the same pay, benefits and other working conditions, including shift and location, at the end of your leave.

Your employer cannot interfere with your FMLA rights or threaten or retaliate against you for exercising your rights under the law. For example, your employer cannot retaliate against you for requesting FMLA leave or participating in a WHD investigation.

After becoming aware that your need for leave is for a reason that may qualify under the FMLA, your employer should determine whether you are eligible or not eligible for FMLA leave. If your employer determines that you are eligible, your employer must notify you in writing:

- About your FMLA rights and responsibilities, and
- How much of your requested leave, if any, will be FMLA-protected leave.

Where can I find more information?



Job Safety and Health IT'S THE LAW!

Occupational Safety and Health Administration

- 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.
- 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.

To Reorder Posters Contact:
Labor Law Compliance Center
23855 Gosling Rd.
Spring, TX 77386
www.laborlawcc.com
Posters@laborlawcc.com
800-801-0597

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

YOUR RIGHTS UNDER USERRA THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

USERRA protects the job rights of individuals who voluntarily or involuntarily leave employment positions to undertake military service or civilian service in the National Disaster Medical System. USERRA also prohibits employers from discriminating against past and present members of the uniformed services, and applicants to the uniformed services.

REEMPLOYMENT RIGHTS: You have the right to be reemployed in your civilian job if you leave that job to perform service in the uniformed services and:

- you ensure that your employer receives advance written or verbal notice of your service;
- you have five years or less of cumulative service in the uniformed services while with that particular employer;
- you return to work or apply for reemployment in a timely manner after conclusion of service; and
- you have not been separated from service with a disqualifying discharge or under other than honorable conditions.

If you are eligible to be reemployed, you must be restored to the job and benefits you would have attained if you had not been absent due to military service or, in some cases, a comparable job.

RIGHT TO BE FREE FROM DISCRIMINATION AND RETALIATION If you:

- are a past or present member of the uniformed services;
- have applied for membership in the uniformed services; or
- are obligated to serve in the uniformed services;

then an employer may not deny you:

- initial employment;
- reemployment;
- retention in employment;
- promotion; or
- any benefit of employment.

In addition, an employer may not retaliate against anyone assisting in the enforcement of USERRA rights, including testifying or making a statement in connection with a proceeding under USERRA, even if that person has no service connection.

The rights listed here may vary depending on the circumstances. The text of this notice was prepared by VETS, and may be viewed on the internet at the address: <http://www.dol.gov/agencies/vets/vetprog/userrra>. Federal law requires employers to notify employees of their rights under USERRA, and employers may meet this requirement by displaying this notice in the workplace where they customarily place notices for employees.



Know Your Rights: Workplace Discrimination is Illegal

The U.S. Equal Employment Opportunity Commission (EEOC) enforces Federal laws that protect you from discrimination in employment. If you believe you've been discriminated against at work or in applying for a job, the EEOC may be able to help.

Who is Protected?

- Employees (current and former), including managers and temporary employees
- Job applicants
- Union members and applicants for membership in a union

What Types of Employment Discrimination are Illegal?

Under the EEOC's laws, an employer may not discriminate against you, regardless of your immigration status, on the basis of:

- Race
- Color
- Religion
- National origin
- Sex (including pregnancy, childbirth, and related medical conditions, sexual harassment, or gender identity)
- Age (40 and older)
- Disability
- Genetic information (including employer requests for, or provision of, genetic tests, genetic services, or family medical history)

What Organizations are Covered?

- Most private employers
- State and local governments (not employers)
- Universities
- Staffing agencies
- Educational institutions (see exceptions)
- State and local governments (see exceptions)
- Staffing agencies

What Employment Practices can be Challenged as Discriminatory?

All aspects of employment, including:

- Recruitment, hiring, or lay-off
- Reasonable accommodations (including religious observance or practice)
- Hiring or promotion
- Assignment
- Pay (including wages or compensation)
- Failure to provide reasonable accommodations for a disability, pregnancy, childbirth, or related medical condition; or a sincerely held religious belief, observance or practice
- Benefits
- Job training
- Classification
- Retaliation
- Obtaining or disclosing genetic information of employees
- Requesting or disclosing medical information of employees
- Conduct that might reasonably be perceived as harassing someone from applying, interviewing, or participating in an investigation or proceeding
- Conduct that creates, reinforces, promotes, or interferes with someone exercising their rights, or someone seeking or encouraging someone else to exercise rights, regarding disability discrimination (including accommodation or pregnancy accommodation)

What can You Do if You Believe Discrimination has Occurred?

Contact the EEOC promptly if you suspect discrimination. Do not delay, because there are strict time limits for filing a charge of discrimination (180 or 300 days, depending on where you live/work). You can reach the EEOC in any of the following ways:

Submit an inquiry through the EEOC's public portal: <https://publicportal.eeoc.gov/Portal/Login.aspx>

Visit an EEOC field office (Information at www.eeoc.gov/field-office)

Call 1-800-669-4000 (toll free) 1-800-669-6820 (TTY) 1-844-234-5122 (ASL video phone)

E-mail info@eeoc.gov

Additional information about the EEOC, including information about filing a charge of discrimination, is available at www.eeoc.gov.

EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS

The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) enforces the nondiscrimination and affirmative action commitments of companies doing business with the Federal Government. If you are applying for a job with, or are an employee of a company with a Federal contract or subcontract, you are protected under Federal law from discrimination on the following basis:

Race, Color, Religion, Sex, Sexual Orientation, Gender Identity, National Origin

Executive Order 12958, as amended, prohibits employment discrimination by Federal contractors based on race, color, religion, sex, sexual orientation, gender identity, or national origin and requires affirmative action to ensure equality of opportunity in all aspects of employment.

Disability

Section 503 of the Rehabilitation Act of 1973, as amended, prohibits qualified individuals with disabilities from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, recruitment, retention, and other aspects of employment by Federal contractors. Disability discrimination includes not making reasonable accommodations to the broadest possible or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, having undue hardship on the employer, Section 503 also requires that Federal contractors take affirmative action to employ and advance in employment qualified individuals with disabilities at all levels of employment, including the executive level.

Protected Veteran Status

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, prohibits employment discrimination against, and requires affirmative action to recruit, employ, and advance in employment, disabled veterans, recently separated veterans (3 years), within three years of discharge or release from active duty, active duty wartime or campaign badge veterans, or Armed Forces service medal veterans.

Retaliation

Retaliation is prohibited against a person who files a complaint or discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination by Federal contractors under these Federal laws.

Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations under OFCCP's authority should contact immediately:

The Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, 120 Constitution Avenue, N.W., Washington, D.C. 20503, 1-800-367-4211 (toll free)

If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services. OFCCP may also be contacted by submitting a question online to OFCCP's Help Desk at <http://ofccp.dhs.gov>, or by calling an OFCCP regional or district office, listed in most telephone directories under U.S. Government, Department of Labor and an OFCCP's "contact us" webpage at <http://www.dol.gov/agencies/eo-offices/ofccp>.

Colorado Minimum Wage: Inflation-adjusted annually, \$14.42/hour in 2024, (Rule 3)

- Employers must be paid at least minimum wage (whether hourly, salary, commission, piecework, etc.) unless exempt
- Unincorporated minors can be paid 15% less than full minimum wage
- Use the highest minimum wage that applies; all local minimum wages are posted at ColoradoLaborLaw.gov

Overtime: 1 1/2 times regular pay rates for hours over 40 weekly, 12 daily, or 12 consecutive (Rule 4)

- Overtime is required each week over 40 hours, or day over 12, even if 2 or more weeks or days average fewer hours
- Employers cannot provide time off ("comp time") instead of time-and-a-half premium pay for overtime hours
- Key variances/exemptions (all are detailed in Rules 2.3-2.4):
 - Modified overtime in a small number of health care jobs; exemption for certain heavy vehicle drivers
 - No 40-hour weekly overtime in downhill ski/snowboard jobs (but 56-hour overtime for many under federal law)
 - Agriculture: overtime after 48-56 hours (based on size and seasonality); extra breaks and pay on long days

Meal Periods: 30 minutes uninterrupted and duty-free, for shifts over 5 hours (Rule 1.9)

- Can be unpaid, but only if employees are completely relieved of all duties, and allowed to pursue personal activities
- If work makes uninterrupted meal periods impractical, eating on-duty must be permitted, and the time must be paid
- To the extent practical, meal periods must be at least 1 hour after starting and 1 hour before ending shifts

Rest Periods: 10 minutes, paid, every 4 hours (Rule 5.2)

Work Hours:	Up to 2	2, up to 6	6, up to 10	10, up to 14	14, up to 18	18, up to 22	22
#Rest Periods:	0	1	2	3	4	5	6

- Need not be off-site, but must not include work, and should be in the middle of the 4 hours to the extent practical
- Rest periods are time worked for minimum wage and overtime purposes, and if employers do not authorize and permit rest periods, they must pay extra for time that would have been rest periods, including for non-hourly-paid employees
- Key variances/exemptions:
 - In some circumstances, 10-minute rest periods can be divided into two of 5 minutes (Rule 5.2.1)
 - Agriculture: certain work requires more breaks; other is exempt (Rule 2.3, & Agricultural Labor Conditions Rules)

Time Worked: Pay for time employers allow performing labor/service for their benefit (Rule 1.9)

- All time on-premises, on duty, or at workplaces (but not just letting off-duty employees be on-premises), including:
 - putting on/removing work clothes/gear (but not clothes worn outside work), cleanup/setup, or other off-clock duty,
 - waiting for assignments at work, or receiving or sharing work-related information,
 - security/safety screening, or clocking/checking in or out, or
 - waiting for any of the above tasks.
- Travel for employee benefit is time worked, normal home/work travel is not (details in Rule 1.9.2)
- Sleep time, if sufficiently uninterrupted and lengthy, can be excluded in certain situations (details in Rule 1.9.3)

Deductions, Credits, Charges, & Withheld Pay (Rule 6, and Article 4 of C.R.S. Title 8)

- Final pay: Owed promptly (if a termination by employer) or at next pay date (if employee resigned)
- Vacation pay: Departing employees must be paid all accrued and unused vacation pay, including paid time off usable for vacation, without deducting or declaring forfeiture based on cause for termination, lack of resignation notice, etc.
- Deductions from pay: Allowed if listed below or in C.R.S. 8-4-105 (including deductions required by law, in a written agreement for the benefit of the employee, for theft in a police report, or for property loss after audit/notice)
- Tip credits: Employers can pay up to \$3.02 below the highest applicable minimum wage (Colorado or local), if:
 - (a) tips (not mandatory service charges) raise pay to full minimum, & (b) tips aren't diverted to non-tipped staff/owners
- Meal credits/deductions: Allowed for the cost or value (without employer profit) of voluntarily accepted meals
- Lodging credits/deductions: Allowed if housing is voluntarily accepted by the employee, primarily for the employee's (not the employer's) benefit, recorded in writing, and limited to \$25 or \$100 per week (based on housing type)
- Uniforms: Must be provided at no cost unless they are ordinary clothes without special material or design; employers must pay for any special cleaning required, and cannot require deposits or deduct for ordinary wear and tear

Exemptions from COMPS (Rule 2.2 lists all; key exemptions are below)

- Executives/supervisors, administrators, and professionals paid at least a salary (not hourly wages) of \$55,000 in 2024 (then inflation-adjusted in future years), except \$33.17/hour for highly technical computer work
- Other highly compensated, non-manual-labor employees paid at least 2.25 the above salary (\$123,750 in 2024)
- 20% owners, or at a nonprofit the highest-paid/highest-ranked employee, if actively engaged in management
- Various (not all) types of salespersons, taxi drivers, camp/outdoor education field staff, or property managers

Record-Keeping & Notices of Rights (Rule 7)

- Employers must give all employees (and keep for three years) pay statements that include time worked, pay rate (including any tips and credits), and total pay
- This year's poster must be displayed where easily accessible, or if not practical (such as for remote workers), provided within one month of beginning work and when employees request a copy
- Employers must include a copy of this poster, or the COMPS Order, in any employment handbook or manual
- Violation of notice of rights rules (posting or distribution), including by providing information undercutting this poster, may yield fines and/or ineligibility for employee-specific credits, deductions, or exemptions in COMPS

Complaint & Anti-Retaliation Rights (Rule 8)

- Employees can send the Division (contact info below) complaints or tips about violations, or file lawsuits in court
- Employers cannot retaliate against, or interfere with, employees exercising their rights
- Anonymous tips are accepted; anonymity or confidentiality are protected if requested (Wage Protection Rule 4.7)
- Owners and other individuals with control over work may be liable for certain violations — not just the business, even if the business is a corporation, partnership, or other entity separate from its owner(s) (Rule 1.6)
- Immigration status is irrelevant to these rights; the Division will not ask or report status in investigations or rulings, and it is illegal for anyone to use immigration status to interfere with these rights (Wage Protection Rule 4.8)

This Poster is a summary and cannot be relied on as complete labor law information. For all rules, fact sheets, translations, questions, or complaints, contact: DIVISION OF LABOR STANDARDS & STATISTICS, ColoradoLaborLaw.gov, cdle_labor_standards@state.co.us, 303-318-8441 / 888-390-7936

COLORADO
Department of
Labor and Employment

Colorado Law Prohibits Discrimination in: EMPLOYMENT
C.R.S. § 24-34-401 et seq.

IT SHALL BE A DISCRIMINATORY OR UNFAIR EMPLOYMENT PRACTICE...
BECAUSE OF: RACE, ETHNIC OR ANCESTRY, SEX, GENDER, SEXUAL ORIENTATION, GENDER IDENTITY, GENDER EXPRESSION, RELIGION, NATIONAL ORIGIN, AGE, MARITAL STATUS, OR STATUS AS A VICTIM OF DOMESTIC VIOLENCE, SEXUAL ASSAULT, OR STALKING.

REASONABLE ACCOMMODATIONS FOR DISABILITIES:
An employer with a disability is prohibited from discriminating against a qualified individual if the individual has a disability and a reasonable accommodation is available to the employer.

SHARES WAGE INFORMATION PROTECTED - C.R.S. § 24-34-405D
An employer shall not disclose, threaten, discipline, discharge, or otherwise discriminate against an employee who discloses or threatens to disclose wage information to another employee or to the public.

CDLE IS A FAIR HOUSING ASSISTANCE PROGRAM (FHAP) PARTNER WITH HUD IN THE ENFORCEMENT OF FAIR HOUSING LAWS.

TO FILE A COMPLAINT OF DISCRIMINATION, OR FOR MORE INFORMATION CONTACT THE COLORADO CIVIL RIGHTS DIVISION, 1540 BROADWAY, LOBBY WELLCOME CENTER, SUITE # 118, DENVER, CO 80202
PHONE: 303-891-7071 TDD: 303-891-7072 FAX: 303-891-7073
HOURS: 8:30 AM - 5:00 PM, MONDAY - FRIDAY

COLORADO
Department of
Labor and Employment

Colorado Workplace Public Health Rights Poster: PAID LEAVE, WHISTLEBLOWING, & PROTECTIVE EQUIPMENT
Updated July 14, 2023
may be updated periodically

HEALTHY FAMILIES & WORKPLACES ACT (HFWA): Paid Leave Rights
Coverage: All Colorado employees of any size, except for certain jobs.

- All employees earn 1 hour of paid leave per 30 hours worked ("accrual rate") up to 40 hours per year.
- Employees are required to use their regular pay rate during leave, and the employer must pay their benefit.
- Up to 48 hours of annual accrued leave carries over to the start of the next year.
- For details on specific situations (employer rules, non-hourly pay, etc.) see Wage Protection Rule 5.5, CCR 1100-7.
- Up to 80 hours of supplemental leave applies in a public health emergency (PHE), until 4 weeks when the PHE ends.

Employer Policies (Notice, Documentation, Incremental Use, Privacy, and Paid Leave, Success)

- Written policy and posters: Employers must (1) provide notice to new employees on how they will enforce the Accrual Rate, and (2) update policies, and provide updated notices to current employees, by end of year.
- Notice: Written notice: Employers may adopt "reasonable procedures" in writing as to how employees should provide notice if they require "reasonable" leave, but cannot deny paid leave for non-compliance with such a policy.
- An employer may require documentation to show that accrued leave was for a qualifying reason only if leave was for more than consecutive work days (i.e. days when an employer would have worked, not calendar days).
- Documentation is not required to take accrued leave, but can be required in some cases if an employee returns to work or separates from work (whichever is sooner). No documentation can be required for PHE leave.
- To document leave for an employer's (or an employee's family member's) health-related need, an employer may provide (1) a document from a health or social services provider if services were received and a document can be obtained in reasonable time and without added expense, otherwise (2) the employer's own writing.
- Documentation as to domestic abuse, sexual assault, or criminal harassment can be a document or writing under (1) above (e.g. legal or shelter services provider) or (2) above, or legal document (restraining order, police report, etc.).
- If an employer reasonably doubts an employer's documentation is deficient, the employer must (A) notify the employee within seven days of their receiving the documentation of the employer's return to work or separation (whichever is sooner), and (B) give the employee at least seven days to cure the deficiency.
- Incremental Use: Depending on employer policy, employees can use leave in either hourly or six-minute increments.

PROTECTED HEALTH AND SAFETY EXPRESSIONS AND WHISTLEBLOWING RIGHTS
Worker Rights to Report Health and Safety Concerns Without Retaliation

- PHSW covers not just "whistleblowers" but all employees (an employer or a business with 3 or more employees) who report health and safety concerns to their supervisor or to a government agency.
- Workers have the right to report workplace health and safety violations:
 - (1) in writing to the Division or otherwise with the following acts:
 - raising reasonable concerns, including internally, to the principal, other workers, the government, or the public, about workplace violations of government health or safety rules, or a significant workplace health or safety threat;
 - opposing or refusing, assisting, or participating in an investigation or proceeding about retaliation for, or interference with, the above-listed conduct;
 - a principal need not address a worker's PHEW-related concern, but it still cannot fire or take other action against the worker for raising such a concern, as long as the concern was reasonable and in good faith.
- Workers' Rights to Use Their Own Personal Protective Equipment (PPE):
 - A worker must be allowed to voluntarily wear their own PPE (mask, faceguard, gloves, etc.) if the PPE (1) provides more protection than equipment provided at the workplace, (2) is recommended by a government health agency (federal, state, or local), and (3) does not make the worker unable to do the job.

COMPLAINT RIGHTS (under both HFWA & PHEW)

- Report violations to the Division as complaints or anonymous tips, or file in court after exhausting pre-law remedies.

This Poster summarizes two Colorado workplace public health laws: C.R.S. § 8-13-401 et seq. (paid leave), and C.R.S. § 8-14-101 et seq. (health and safety whistleblowing), including amendments current as of the date of this poster. It does not cover other health or safety laws, rules, and orders, including under the federal Occupational Safety and Health Act (OSHA), from the Colorado Department of Public Health and Environment (CDPHE), or other local public health agencies. Contact those agencies for such health and safety information.

*In a PHE, employees gain additional hours of leave for inability to work, being, quarantining, caring for family in such situations, and related needs. No PHE is now in effect; this poster will be updated if one is declared.

This poster must be displayed where easily accessible to workers, shared with remote workers, provided in other languages as needed, and replaced with any annually updated versions.

This Poster is a summary and cannot be relied on as complete labor law information. For all rules, fact sheets, translations, questions, or complaints, contact: DIVISION OF LABOR STANDARDS & STATISTICS, ColoradoLaborLaw.gov, cdle_labor_standards@state.co.us, 303-318-8441 / 888-390-7936.

COLORADO
Department of
Labor and Employment

2023 FMLI Program Notice

Notice from Employer: Effective January 1, 2023

Employers with 50 or more employees are required to provide family and medical leave benefits to their employees. The FMLI program provides up to 12 weeks of paid family and medical leave per year. Employees who are eligible for FMLI benefits are entitled to a benefit based on the amount of time they have worked for the employer.

Benefits start January 1, 2024

- Starting January 1, 2024, employers with 50 or more employees are required to provide family and medical leave benefits to their employees.
- The FMLI program provides up to 12 weeks of paid family and medical leave per year. Employees who are eligible for FMLI benefits are entitled to a benefit based on the amount of time they have worked for the employer.
- Employers must provide notice of their FMLI benefits to their employees.
- Employees must provide notice of their FMLI benefits to their employer.
- Employers must provide notice of their FMLI benefits to their employees.
- Employees must provide notice of their FMLI benefits to their employer.

File Claims

- Employees must file a claim for FMLI benefits with the state of Colorado by the end of the year 2023.
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- Employees must file a claim for FMLI benefits with the state of Colorado by the end of the year 2023.

Retaliation, Discrimination, and Interference Prohibited

- Employers are prohibited from retaliating against employees who take FMLI leave.
- Employers are prohibited from discriminating against employees who take FMLI leave.
- Employers are prohibited from interfering with employees who take FMLI leave.

Other Important Information

- Employers must provide notice of their FMLI benefits to their employees.
- Employees must provide notice of their FMLI benefits to their employer.

COLORADO
Department of
Labor and Employment

Colorado Law Prohibits Discrimination in places of PUBLIC ACCOMMODATION
C.R.S. § 24-34-601 et seq.

PLACE OF PUBLIC ACCOMMODATION MEANS: ANY PLACE OF BUSINESS OR SERVICE TO THE PUBLIC, AND ANY PLACE OF SERVICE TO THE PUBLIC, INCLUDING BUT NOT LIMITED TO: RESTAURANTS, HOTELS, MOTELS, TRAVEL AGENCIES, AND OTHER PLACES OF BUSINESS OR SERVICE TO THE PUBLIC.

IT IS A DISCRIMINATORY PRACTICE AND UNLAWFUL TO: FOR A PERSON DIRECTLY OR INDIRECTLY TO: REFUSE, WITHHOLD, DENY, OR LIMIT ACCESS TO A PLACE OF PUBLIC ACCOMMODATION, OR TO: REFUSE, WITHHOLD, DENY, OR LIMIT ACCESS TO A PLACE OF PUBLIC ACCOMMODATION, OR TO: REFUSE, WITHHOLD, DENY, OR LIMIT ACCESS TO A PLACE OF PUBLIC ACCOMMODATION.

REASONABLE ACCOMMODATIONS FOR DISABILITIES:
A person who has a disability is prohibited from discriminating against a qualified individual if the individual has a disability and a reasonable accommodation is available to the person.

SHARES WAGE INFORMATION PROTECTED - C.R.S. § 24-34-405D
An employer shall not disclose, threaten, discipline, discharge, or otherwise discriminate against an employee who discloses or threatens to disclose wage information to another employee or to the public.

CDLE IS A FAIR HOUSING ASSISTANCE PROGRAM (FHAP) PARTNER WITH HUD IN THE ENFORCEMENT OF FAIR HOUSING LAWS.

TO FILE A COMPLAINT OF DISCRIMINATION, OR FOR MORE INFORMATION CONTACT THE COLORADO CIVIL RIGHTS DIVISION, 1540 BROADWAY, LOBBY WELLCOME CENTER, SUITE # 118, DENVER, CO 80202
PHONE: 303-891-7071 TDD: 303-891-7072 FAX: 303-891-7073
HOURS: 8:30 AM - 5:00 PM, MONDAY - FRIDAY

COLORADO DEPARTMENT OF LABOR AND EMPLOYMENT
DIVISION OF WORKERS' COMPENSATION

NOTICE

IF YOU ARE INJURED ON THE JOB, YOU HAVE RIGHTS UNDER THE COLORADO WORKERS' COMPENSATION ACT. YOUR EMPLOYER IS REQUIRED BY LAW TO HAVE WORKERS' COMPENSATION INSURANCE. THE COST OF THE INSURANCE IS PAID ENTIRELY BY YOUR EMPLOYER. IF YOUR EMPLOYER DOES NOT HAVE WORKERS' COMPENSATION INSURANCE, YOU STILL HAVE RIGHTS UNDER THE LAW.

IT IS AGAINST THE LAW FOR YOUR EMPLOYER TO HAVE A POLICY CONTRARY TO THE REPORTING REQUIREMENTS SET FORTH IN THE COLORADO WORKERS' COMPENSATION ACT. YOUR EMPLOYER IS INSURED THROUGH:

(Please write or type your insurance carrier name and contact information here.)

IF YOU ARE INJURED ON THE JOB, NOTIFY YOUR EMPLOYER AS SOON AS YOU ARE ABLE, AND REPORT YOUR INJURY TO YOUR EMPLOYER IN WRITING WITHIN 10 DAYS AFTER THE INJURY. IF YOU DO NOT REPORT YOUR INJURY PROMPTLY, YOU MAY STILL PURSUE A CLAIM.

ADVISE YOUR EMPLOYER IF YOU NEED MEDICAL TREATMENT. IF YOU OBTAIN MEDICAL CARE, BE SURE TO REPORT TO YOUR EMPLOYER AND HEALTH-CARE PROVIDER HOW, WHEN, AND WHERE THE INJURY OCCURRED.

YOU MAY FILE A WORKER'S CLAIM FOR COMPENSATION WITH THE DIVISION OF WORKERS' COMPENSATION. TO OBTAIN FORMS OR INFORMATION REGARDING THE WORKERS' COMPENSATION SYSTEM, THE CUSTOMER SERVICE CONTACT INFORMATION FOR THE DIVISION OF WORKERS' COMPENSATION IS:

Division of Workers' Compensation
633 17th Street, Suite 400
Denver, CO 80202

303-318-8700
1-888-390-7936 (Toll-Free)
cdle.colorado.gov/dwc

In Reader Posters Contact
Labor Law Compliance Center
23855 Gosling Rd.
Spring, TX 77386
www.laborlawcc.com
Posters@laborlawcc.com
800-801-0597

EMERGENCY

AMBULANCE: 911
FIRE - RESCUE: 911
HOSPITAL: 911
PHYSICIAN: 911
ALTERNATE: 911
POLICE: 911

COLORADO DEPARTMENT OF LABOR AND EMPLOYMENT
DIVISION OF LABOR STANDARDS & STATISTICS

NOTICE OF PAYDAYS

Employees are paid on regular paydays as follows:

9 AM THROUGH 4 PM

COLORADO
Department of
Labor and Employment

Colorado Law Prohibits Discrimination in: HOUSING
C.R.S. § 24-34-501 et seq.

IT SHALL BE A DISCRIMINATORY OR UNFAIR HOUSING PRACTICE...
BECAUSE OF: RACE, ETHNIC OR ANCESTRY, SEX, GENDER, SEXUAL ORIENTATION, GENDER IDENTITY, GENDER EXPRESSION, RELIGION, NATIONAL ORIGIN, AGE, MARITAL STATUS, OR STATUS AS A VICTIM OF DOMESTIC VIOLENCE, SEXUAL ASSAULT, OR STALKING.

REASONABLE ACCOMMODATIONS FOR DISABILITIES:
A person who has a disability is prohibited from discriminating against a qualified individual if the individual has a disability and a reasonable accommodation is available to the person.

SHARES WAGE INFORMATION PROTECTED - C.R.S. § 24-34-405D
An employer shall not disclose, threaten, discipline, discharge, or otherwise discriminate against an employee who discloses or threatens to disclose wage information to another employee or to the public.

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PHONE: 303-891-7071 TDD: 303-891-7072 FAX: 303-891-7073
HOURS: 8:30 AM - 5:00 PM, MONDAY - FRIDAY

NOTICE TO WORKERS

YOU HAVE THE RIGHT TO BE:

- Properly classified as an employee or an independent contractor
- Paid accurately and timely for the services you perform

There are resources available to you if you believe you are being subject to improper classification or inaccurate payment practices by your employer. For more information, go to WorkRightColorado.com.

Employers are required to follow the law when paying hourly wages, overtime, and properly covering you for unemployment insurance and workers' compensation purposes. As a worker, you have certain rights as an employee vs. independent contractor.

Improper classification (often called misclassification) of employees as independent contractors and other labor law violations create many problems, both for law-abiding businesses and for workers in Colorado.

If you believe you have been improperly classified as an independent contractor and are really performing duties that fit the criteria of an employee, visit colorado.gov/cdle/TipForm, or call us at 303-318-9100 and select Option 4. To be classified as an employee, you must meet the criteria in Colorado Revised Statute 8-70-115. You can read the law online and find out more at coloradodiv.com/ProperClassification.

As an employee, you are entitled to unemployment insurance benefits if you become unemployed through no fault of your own. Your employer contributes to unemployment insurance and cannot deduct this from your wages.

If you become unemployed and wish to file for unemployment insurance benefits, go to unemployment.gov and click on File a Claim. If your hours of work and pay are reduced, you may be entitled to partial unemployment benefits.

If you cannot access a computer, call one of the following numbers: 303-318-9000 (Denver-metro area) or 1-800-388-5515 (outside Denver-metro area); hearing impaired 303-318-9016 (TDD Denver-metro area) or 1-800-894-7730 (TDD outside Denver-metro area).

EMPLOYERS ARE REQUIRED BY LAW TO POST THIS NOTICE

Colorado Employment Security Act, 8-74-101(2); Regulations Concerning Employment Security 7.3.1 through 7.3.3
Employers can download copies of this poster at coloradodiv.com/employer, then click on Forms / Publications.

COLORADO
Department of
Labor and Employment

IT STARTS WITH YOU
Building a better Colorado

Pub. Date: (08/2024)