

# Oregon State Postings



## WORKPLACE ACCOMMODATIONS NOTICE

All state employees have a right to reasonable accommodations for their disabilities. This notice is provided to all state employees to inform them of their rights and the process for requesting accommodations. Employees are encouraged to contact their supervisor or the Oregon Department of Human Resources for more information.

**Employees and job applicants have a right to be free from unlawful discrimination and retaliation.**

This notice describes the process of requesting accommodations and the rights of employees and job applicants. It also describes the process of requesting accommodations for disabilities. Employees are encouraged to contact their supervisor or the Oregon Department of Human Resources for more information.

## SEXUAL HARASSMENT + DOMESTIC VIOLENCE PROTECTIONS

Oregon laws protect your right to work free from harassment. They also require your employer to provide supports if you are a victim of domestic violence.

**SEXUAL HARASSMENT**

- You have the right to a workplace free from harassment, discrimination, and sexual assault. Your employer must have a policy to address these behaviors.
- Discrimination because of race, color, sex, sexual orientation, gender identity, marital status, national origin, ancestry, or age is illegal.
- Your employer must take reasonable steps to prevent harassment, discrimination, and sexual assault.
- Your employer must take reasonable steps to prevent harassment, discrimination, and sexual assault.

**DOMESTIC VIOLENCE PROTECTIONS**

- You are protected from domestic violence, harassment, sexual assault, or stalking if you are a victim of domestic violence.
- Your employer must take reasonable steps to prevent harassment, discrimination, and sexual assault.
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## SICK TIME

All Oregon workers get protected sick time. If you work for an employer with 10+ employees (or if they have a location in Portland), you get paid sick time.

- Your employer must give you at least 1 hour of protected sick time for every 30 hours you work up to a total of 16 hours a year.
- You can use sick time for your own or a family member's sick, injured, or recovering needs.
- You can use sick time for your own or a family member's need to care for a child, spouse, partner, or dependent.
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## MINIMUM WAGE

You must be paid at least minimum wage. The rate depends on where you work.

**\$14.20 per hour**

**\$15.45 per hour**

**\$13.20 per hour**

Every worker must be paid at least minimum wage. There are exceptions, but they are uncommon. The minimum wage goes up every year. These rates are in effect from July 1, 2023 to June 30, 2024. The next minimum wage increase is on July 1, 2024.

## BREAKS & MEALS + OVERTIME & PAYCHECKS

Your employer is required to give you breaks free from work responsibilities. There are specific rules about overtime pay and breaks.

**BREAKS & MEALS**

Shift Length	Rest Breaks	Meal Breaks
2 hrs or less	0	0
2 hrs 1 min - 3 hrs 59 min	1	0
4 hrs	1	1
4 hrs 1 min - 5 hrs 59 min	2	1
6 hrs	2	1
6 hrs 1 min - 7 hrs 59 min	3	1
8 hrs	3	2
8 hrs 1 min - 9 hrs 59 min	4	2

**OVERTIME & PAYCHECKS**

- Your employer must pay you at least 1.5 times your regular pay rate for hours you work over 40 a week.
- Your employer must provide you with a paycheck at least once a month.
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## EQUAL PAY

Your employer must pay you the same amount for equal work. This means you should be paid the same as people doing similar work.

**Notice to Employers / Employees**

This posting is for informational purposes only.

## EITC: Notice to Employer / Employees

The Earned Income Tax Credit (EITC) or EIC is a benefit for working people with no or limited income. It can be used to reduce your tax liability or get a refund.

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## UNEMPLOYMENT INSURANCE

Notice to Employers/Employees. Unemployment insurance provides temporary financial assistance to workers who lose their jobs through no fault of their own.

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## OREGON FAMILY LEAVE

You can take time off to take care of yourself or close family members under the Oregon Family Leave Act (OFLA).

- You can take up to a total of 12 weeks of time off per year for any of these reasons.
- Parent leave to care for a child who is born, adopted, or placed for adoption.
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## IT'S THE LAW!

OSHA is the federal agency responsible for enforcing workplace safety and health standards. You have a right to a safe and healthful workplace.

**1-800-922-2689**  
**osha.oregon.gov**

## Know your rights

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## Paid Leave Oregon

What you need to know. Starting in September 2023, Paid Leave Oregon will serve most employees in Oregon by providing paid leave for the birth or adoption of a child, a serious illness of yours or a loved one, or if you experience sexual assault, domestic violence, harassment, or stalking.

## OSHA Oregon

FOR MORE INFORMATION, copies of the Oregon Safe Employment Act, specific safety and health standards, advice or assistance, call:

**1-800-922-2689**  
**osha.oregon.gov**

**File a complaint with Oregon OSHA**

**Know your retaliation rights**

**OSHA Oregon**  
Department of Consumer and Business Services

## What benefits are provided through Paid Leave Oregon and who is eligible?

Employees in Oregon that have earned at least \$1,000 in the prior year may qualify for up to 12 weeks of paid family, medical or safe leave in a benefit year. While on leave, Paid Leave Oregon pays employees a percentage of their wages. Benefit amounts depend on what an employee earned in the prior year.

**Who pays for Paid Leave Oregon?**

Starting on January 1, 2023, employees and employers contribute to Paid Leave Oregon through payroll taxes. Contributions are calculated as a percentage of wages and your employer will deduct your portion of the contribution rate from your paycheck.

## When do I need to tell my employer about taking leave?

If your leave is foreseeable, you are required to give notice to your employer at least 30 days before starting paid family, medical or safe leave. If you do not give the required notice, Paid Leave Oregon may reduce your first weekly benefit by 25%.

**How do I apply for Paid Leave?**

In September 2023, you can apply for leave with Paid Leave Oregon online at [paidleave.oregon.gov](http://paidleave.oregon.gov) or request a paper application from the department. If your application is denied, you can appeal the decision with the Oregon Employment Department.

## What are my rights?

If you are eligible for paid leave, your employer cannot prevent you from taking it. Your job is protected while you take paid leave if you have worked for your employer for at least 90 consecutive calendar days. You will not lose your pension rights while on leave and your employer must keep giving you the same health benefits as when you are working.

**How is my information protected?**

Any health information related to family, medical or safe leave that you choose to share with your employer is confidential and can only be released with your permission, unless the release is required by law.

**What if I have questions about my rights?**

It is unlawful for your employer to discriminate or retaliate against you because you asked about or claimed paid leave benefits. If your employer is not following the law, you have the right to bring a civil suit in court or to file a complaint with the Oregon Bureau of Labor & Industries (BOLI). You can file a complaint with BOLI online, via phone or email:

**Web:** [www.oregon.gov/boli](http://www.oregon.gov/boli)  
**Call:** 971-245-3844  
**Email:** [help@boli.oregon.gov](mailto:help@boli.oregon.gov)

## Learn more about Paid Leave Oregon

**Web:** [paidleave.oregon.gov](http://paidleave.oregon.gov)  
**Call:** 833-854-0166  
**Email:** [paidleave@oregon.gov](mailto:paidleave@oregon.gov)

**OSHA Oregon**  
Department of Consumer and Business Services

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## OREGON

SP-OR-E

**ADP**  
Always Designing for People