Oregon State Postings

Always Designing for People®

Workplace Accommodations Notice

_____ is an equal opportunity employer and does not discriminate on the basis of race, religion, color, sex, age, national origin, disability, veteran status, sexual orientation, gender identity, gender expression or any other classification protected by law.

_____ will make reasonable accommodations for known physical or mental disabilities of an applicant or employee as well as known limitations related to pregnancy, childbirth or a related medical condition, such as lactation, unless the accommodation would cause an undue hardship. Among other possibilities, reasonable accommodations could include:

- Acquisition or modification of equipment or devices;
- More frequent or longer break periods or periods rest;
- Assistance with manual labor
- A reasonable period of leave; or
- Modification of work schedules or job assignments.

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

This includes discrimination because of pregnancy, childbirth and related medical conditions. For this reason,

_____ will not:

- Deny employment opportunities on the basis of a need for reasonable accommodation.
- Deny reasonable accommodation for known limitations, unless the accommodation would cause an undue hardship.
- Take an adverse employment action, discriminate or retaliate because the applicant or employee has inquired about, requested or used a reasonable accommodation.
- Require an applicant or an employee to accept an accommodation that is unnecessary.
- Require an employee to take family leave or any other leave, if the employer can make reasonable accommodation instead.

To request an accommodation or to discuss concerns or questions about this notice, please contact any one of our supervisors or

_____ in the human resources department. *[Provide multiple ways for employees to reach out with requests or concerns.]*

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 written policy to reduce and prevent these violations and give a copy to each employee.
- **Sexual harassment** can look like unwelcome sexual advances, requests for sexual favors, or conduct of a sexual nature (verbal, physical, or visual), that is directed toward an individual. It can also include unwanted sexual conduct that occurs through digital or electronic communications.
- It can also include conduct that is not sexual but is gender-related. Sexual harassment can be targeted toward someone of the same or different sex or gender.
- **Discrimination** because of race, color, sex, sexual orientation, national origin, religion, marital status, uniformed service, disability, or age is illegal.

DOMESTIC VIOLENCE PROTECTIONS

- If you experience domestic violence, harassment, sexual assault, bias crime, or stalking (or if you are a parent or guardian of a minor child or dependent who has), **your employer must make reasonable changes to support your safety.**
- These changes might include: a transfer, reassignment, modified schedule, unpaid leave, changed work phone number, changed work station, installed lock, new safety procedure, or other adjustment after threatened or actual events.
- You can also take protected leave to find legal or law enforcement assistance, get medical treatment for injuries or mental health support, move or change your living situation, and more.
- Your employer must keep all documents and information confidential.
- You can't be fired, suspended, retaliated against, or discriminated against in any way because you or your minor child or dependent experiences domestic violence, harassment, sexual assault, bias crime, or stalking.

CONTACT US

If your employer isn't following the law or something feels wrong, give us a call. The Bureau of Labor and Industries is here to enforce these laws and protect you.

OREGON LAWS Protect You At Work July 2026 – June 2027

Call: 971-245-3844
Email: BOLI_help@boli.oregon.gov
Web: oregon.gov/boli Se habla español.

SICK TIME

All Oregon employees get protected sick time. If you work for an employer with 10 or more employees (6 or more if they have a location in Portland), **your protected sick time is also paid time.**

- **Your employer must give you sick time.** You earn at least 1 hour of sick time for every 30 hours you work up to at least 40 hours a year.
- **You can use sick time for many reasons** including if you (or a family member) are sick, injured, experiencing mental illness, or need to visit the doctor. Also covered: bereavement, parental leave, safe leave, blood donation, and leave to care for a child whose school or place of care is closed for a public health emergency.
- You can start taking protected sick time after 90 days of employment. A gap in employment of 180 days or less does not count against sick time eligibility.
- Your employer must let you know how much sick time you have earned and available in writing at least every three months.
- Your employer generally may not require a doctor's note unless you take more than three consecutive workdays as sick leave.

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MINIMUM WAGE

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

$15.55 per hour

Standard
Benton, Clatsop, Columbia, Deschutes, Hood River, Jackson, Josephine, Lane, Lincoln, Linn, Marion, Polk, Tillamook, Wasco, Yamhill, parts of Clackamas, Multnomah, & Washington

$16.80 per hour

Portland Metro Area
* Clackamas, Multnomah, & Washington

$14.55 per hour

Nonurban Counties
Baker, Coos, Crook, Curry, Douglas, Gilliam, Grant, Harney, Jefferson, Klamath, Lake, Malheur, Morrow, Sherman, Umatilla, Union, Wallowa, Wheeler

* For Clackamas, Multnomah & Washington counties, if you work INSIDE the urban growth boundary, the Portland Metro Area rate applies. If you work OUTSIDE the urban growth boundary, the Standard rate applies. Look up your work address here: bit.ly/metroboundary

- **Every worker must be paid at least minimum wage.** Few exceptions apply.
- The minimum wage goes up every year. These rates are in effect from July 1, 2026 to June 30, 2027. The next minimum wage increase is on July 1, 2027.
- **Using tips to cover minimum wage is illegal in Oregon.**
- Deductions from minimum wage are allowed if legally required (like taxes) or if you agree in writing and the deduction is for your private benefit. Your paycheck must show this information. Deductions from minimum wage for uniforms, tools, or employer-required lodging are prohibited.
- If you make close to minimum wage, you may qualify for the Earned Income Tax Credit. Visit eitcoutreach.org

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BREAKS & MEALS + OVERTIME & PAYCHECKS

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

Shift Length	Rest Breaks	Meal Breaks
2 hrs or less	0	0
2 hrs 1 min - 5 hrs 59 min	1	0
6 hrs	1	1
6 hrs 1 min - 10 hrs	2	1
10 hrs 1 min - 13 hrs 59 min	3	1
14 hrs	3	2
14 hrs 1 min - 18 hrs	4	2

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BREAKS & MEALS

- You get a paid 10-minute rest break free from all duties (15 minutes if you are under 18) for each four-hour block of the workday (plus a break for any remainder more than two hours). OR-OSHA requires additional breaks for working in high heat.
- You get a 30-minute unpaid meal break free from all duties (generally during the two hours after your third hour of work, but exceptions apply to hospitals) for a work period of at least six hours.
- This chart provides the details, or you may visit oregon.gov/boli/workers/Pages/meals-and-breaks.aspx
- You also get reasonable breaks as needed to express milk (and a private space that is not a bathroom to pump) until your child reaches 18 months of age.

OVERTIME & PAYCHECKS

- **You must receive overtime pay at 1.5 times your regular pay rate for hours you work over 40 in a workweek.** Exceptions are limited.
- **You may earn daily overtime in some industries, including manufacturing establishments and seafood processing.** Special overtime rules also apply to certain work contracted for by government agencies, public works projects, canneries and some hospital employees.
- **Regular paydays are required by law.** You must receive a paycheck at least every 35 days. Your employer must provide you with a detailed paystub.
- **If you are fired** or laid off, you must get your last paycheck by the end of the next business day, with limited exceptions.
- **If you quit** with at least 48 hours' notice, you must get your last paycheck on your last day of employment. If you do not give 48 hours' notice, you must get your last paycheck within 5 business days or the next payday, whichever is first.
- Different laws related to overtime and paychecks apply to agricultural employers. See BOLI's "Agricultural Workers" notice.

EQUAL PAY

Your employer must pay you the same as your coworkers doing similar work.

- **It's illegal for your employer to pay you less than someone else because of your gender, race, veteran status, disability, age, color, religion, national origin (including language), marital status, sexual orientation, or pay history.**
- Different pay may be allowed if there is system based on specific factors named in the law including one or more of the following: seniority, merit, a system that measures earnings by quantity or quality of production, workplace location, travel, education, training, or experience.
- **You're also protected during the hiring process:**
  - Employers cannot ask for your salary/pay history before they make an offer of employment
  - Employers cannot screen job applicants based on current or past salary/pay history
  - Employers cannot determine compensation for a job based on the pay history of a potential new employee (not including internal transfers)
- Your employer can't use pay cuts to make your pay equal with other employees.
- You can file a complaint at **oregon.gov/bli**.

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CAPTIVE AUDIENCES

Religion, Politics, Labor Unions & Captive Audiences

- **You have a right to not attend or participate in employer-sponsored meetings or communication** that is primarily about your employer's opinion on labor unions or religious or political matters. This includes meetings or communication regarding joining or not joining a union. These are called captive audience meetings.
- **Employers are prohibited from taking adverse action** against an employee who has declined to attend a captive audience meeting or made a good faith report of a violation of this protection.
- **Exceptions apply to employers which are religious or political organizations.**

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EITC: Notice to Employer / Employees

Employees may be eligible for the Earned Income Tax Credit (EITC or EIC), a benefit for working people with low to moderate income, particularly those with children. EITC reduces the amount of tax owed and may provide a refund.

Visit these websites for additional information about how to qualify:
Federal: **https://www.irs.gov/credits-deductions/individuals/earned-income-tax-credit**
Oregon: **https://www.oregon.gov/DOR/programs/individuals/Pages/credits.aspx**
If your business hasn't provided the information to employees, please communicate with your employees about their potential eligibility.
Thank you for your attention to this matter. If you have any questions about the notice's requirement, please contact the bureau's Technical Assistance Program for Employers Program at (971) 673-0824.

This Posting is for Informational Purposes Only

UNEMPLOYMENT INSURANCE Notice to Employers/Employees

Employers: You must be a registered employer in this state in order to receive the official Unemployment Insurance posting. If you have any questions concerning this mandatory posting, please contact your local unemployment office.

Employees: Contact your local unemployment office for your rights concerning unemployment benefits as an employee.

This Posting is for Informational Purposes Only

Notice to Employers / Employees

Your state has its own minimum wage law which requires posting a notice regarding the aspects of that law. Employers are still required to post the Federal Minimum Wage notice from the U.S. Dept. of Labor Fair Labor Standards Act in addition to this state posting. According to the Dept. of Labor, where Federal and state law have different minimum wage rates, the higher standard applies.

This Posting is for Informational Purposes Only

WORKERS' COMPENSATION Notice to Employers/Employees

This is not intended to represent the law, nor does it replace any Workers' Compensation posting requirements within your state.

Employers: Place your notice of compliance/certificate of insurance with Workers' Compensation Laws from your insurance carrier next to this poster.

Employees: Refer to notice of compliance/certificate of insurance from your Employer's Insurance Carrier. If you have any further inquiries, please contact your personnel office.

This Posting is for Informational Purposes Only

OREGON FAMILY LEAVE

You can take time off for pregnancy disability, bereavement or to provide home care for your child under the Oregon Family Leave Act (OFLA).

- **This time is protected, but generally unpaid unless you have vacation, sick, or other paid leave available.** While on OFLA leave, your employer must let you use any vacation, sick, or other paid leave you have accrued. OFLA leaves are separate from Paid Leave Oregon benefits.
- OFLA applies to employers with 25 or more employees in Oregon.
- To be eligible, you must have worked an average of at least 25 hours per week for 180 days. A gap in employment or a removal from the schedule for up to 180 days does not count against eligibility. (Different requirements apply during a public health emergency.)
- You can take up to 12 weeks of time off per year for:
  - **Providing care to your child related to an illness, injury or conditions that requires home care** or when your child's school or child care provider is closed as a result of a public health emergency.
  - **Bereavement** (up to two weeks) for the death of an individual related by blood or affinity (up to a maximum of four weeks total per year).
  - **Pregnancy disability leave:** In addition to leave for the other reasons listed here, you can take up to 12 additional weeks of time off per year for pregnancy disability before or after the birth of child or for prenatal care.
- Your employer must continue to provide the same health insurance benefits as if you continued working. When you come back, you must be returned to your former job or a similar position if your old job no longer exists.
- Military family leave (up to 14 days) is also available if your spouse is a service member who has been called to active duty or is on leave from active duty.

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Web: oregon.gov/bli Se habla español.

Paid Leave Oregon

What you need to know

Paid Leave Oregon provides paid leave benefits for most employees in Oregon who need time away from work for the birth, foster care placement, or adoption of a child; your own serious health condition or that of a family member; or to support the safety and recovery of you or your child following sexual assault, domestic violence, harassment, bias crimes, or stalking.

What benefits does Paid Leave Oregon provide and who is eligible?

Employees in Oregon who earned at least $1,000 in their base year may qualify for up to 12 weeks of paid family, medical, or safe leave in a benefit year (See the Paid Leave website for a definition of base and benefit years). Benefit amounts depend on what you earned in your base year.

Who pays for Paid Leave Oregon?

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 contributions from your paycheck.

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

If your leave is foreseeable, you must give notice to your employer at least 30 days before your leave begins. If your leave isn't foreseeable, you must tell your employer within 24 hours of your leave starting and provide written notice within 3 days of your leave start date. If you don't give the required notice, Paid Leave Oregon may reduce your first weekly benefit by 25%.

How do I apply for Paid Leave?

If your employer participates in the state program, the easiest way to apply for Paid Leave benefits is through our online portal, **frances.oregon.gov**. You can also download a paper application at paidleave.oregon.gov or call us. If The Oregon Employment Department (OED) denies your benefits, you can appeal the decision.

What are my rights?

If you are eligible for paid leave, your employer can't prevent you from taking leave. Your job is protected while you take paid leave if you have been employed by your employer for at least 90 consecutive days. You won't lose your pension rights while on leave, and your employer must continue to offer you the same health insurance coverage you had while working. You must continue to pay your portion of health insurance premiums.

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 you believe your employer isn't 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
Call: 971-245-3844
Email: help@boli.oregon.gov

State of Oregon Employment Department

03/26

Learn more about Paid Leave Oregon
Web: paidleave.oregon.gov
Call: 833-854-0166

IT'S THE LAW!

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

Display this poster where all your workers can see it!
Oregon Administrative Rule 437-001-0275(2)(a)

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

Salem Central Office	503-378-3272
Bend	541-388-6066
Eugene	541-686-7562
Medford	541-776-6030
Pendleton	541-276-9175
Portland	503-229-5910
Salem	503-378-3274

OSHA
Oregon OSHA
Departamento de Servicios para Consumidores y Negocios

Know your rights

- You have the right to notify your employer, Oregon OSHA, or both about workplace hazards. You may ask Oregon OSHA to keep your name confidential.
- You have the right to refuse to perform a hazardous task that would expose you to imminent danger or serious physical harm and there is no reasonable alternative.
- You have the right to request an Oregon OSHA inspection if you believe there are unsafe or unhealthy conditions in your workplace. You or your representative may participate in the inspection.
- You have the right to report a work-related injury or illness, without being retaliated or discriminated against.
- You have the right to see Oregon OSHA citations issued to your employer. Your employer must post the citations at the workplace. Your employer must correct workplace hazards by the date indicated on the citation, and must certify that these hazards have been reduced or eliminated.
- You have the right to your work-related exposure records covered under Oregon OSHA's rules. This includes any OSHA medical records and personal sampling records.
- You have the right to request your workplace injury and illness log, known as the "OSHA 300 log" and "OSHA 300A summary"
- You have the right to know about hazardous substances used in your workplace

You have the right to file a complaint with the Oregon Bureau of Labor and Industries (BOLI) within one year, or with federal OSHA within 30 days, of discrimination by your employer for making safety and health complaints or for exercising your rights under the Oregon Safe Employment Act.

The Oregon Safe Employment Act of 1973 provides job safety and health protection for workers through the promotion of safe and healthful working conditions throughout the state. The Oregon Occupational Safety and Health Division (Oregon OSHA) of the Department of Consumer and Business Services has the primary responsibility for administering the act. This includes the right to refuse work that would expose you to serious physical harm or imminent danger.

Oregon OSHA adopts occupational safety and health standards, and its trained safety and health compliance officers conduct workplace inspections to ensure compliance with the Oregon Safe Employment Act.

Anyone who wants to register a complaint about the administration of the Oregon Safe Employment Act can do so by contacting:

OSHA San Francisco Regional Office
San Francisco Federal Building
90 7th Street, Suite 2650
San Francisco, CA 94103
415-625-2547

Oregon OSHA has a staff of trained safety and health professionals available to work with businesses in all industries to improve workplace safety and health. **Consultations and training opportunities are available at no charge to Oregon businesses by calling any of the phone numbers listed.**

This free poster is available from Oregon OSHA
– It's the law! –

You have a right to a safe and healthful workplace 11/24

File a complaint with Oregon OSHA

Know your retaliation rights

Know your whistleblower rights

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Employers:
For additional information on our services, speak to your local sales associate or visit us at:
www.adp.com

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Compliance Date: July 2026

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