Workplace postings

In California, all employers must meet workplace posting obligations. State and federal laws require employers to conspicuously display a variety of posters in all workplaces where they can be easily read by employees and job applicants The Department of Industrial Relations requires employers to post information related to wages, hours and working conditions in an area frequented by employees where it may be easily read during the workday. You may be required to display additional posters if your business is located in a municipality that has passed local ordinances addressing minimum wage, paid sick leave or other labor law requirements, or if your workplace involves certain types of workers, equipment, safety or chemicals.

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| **Posting** | **Additional information and quantity needed** | **Who must post** |
| Industrial Welfare Commission (IWC) | IWC wage orders regulate wages, hours and working conditions and are numbered by industry or occupation group. Not sure which order you need?  Labor Code section 1183(d) | All employers |
| [Minimum wage](https://www.dir.ca.gov/iwc/MW-2017.pdf) | Sets forth California's minimum wage | All employers |
| Paid Sick Leave | Provides information about paid sick leave entitlement and usage  A.B.1522 | All employers |
| Payday Notice | Must specify the regular paydays and the time and place of payment. An employer-developed notice is permitted.  Labor Code section 207 | All employers |
| **Posting** | **Additional information and quantity needed** | **Who must post** |
| [Safety and health protection on the job](https://www.dir.ca.gov/dosh/dosh_publications/shpstreng012000.pdf) | Contains pertinent information regarding safety rules and regulations. Available in [English](https://www.dir.ca.gov/dosh/dosh_publications/shpstreng012000.pdf) and [Spanish](https://www.dir.ca.gov/dosh/dosh_publications/shpstrspn012000.pdf).   Labor Code section 6328 | All employers |
| Emergency phone numbers | Lists emergency responders' phone numbers.  Title 8, California Code of Regulations, Construction Safety Orders section 1512 (e) | All employers |
| [Access to medical and exposure records](http://www.dir.ca.gov/dosh/dosh_publications/Access_En.pdf) | Provides information about rights of employees working with hazardous/toxic substances. Available in [English](https://www.dir.ca.gov/dosh/dosh_publications/Access_En.pdf) and [Spanish](https://www.dir.ca.gov/dosh/dosh_publications/Access_Sp.pdf).  Title 8, California Code of Regulations, General Industry Safety Order section 3204 | All employers using [hazardous](https://www.dir.ca.gov/glossary.asp?letter=H#H41) or [toxic substances](https://www.dir.ca.gov/glossary.asp?letter=T#T80) |
| [Operating Rules for Industrial Trucks](https://www.dir.ca.gov/dosh/dosh_publications/IndTrucks_Eng.pdf) | Employers using industrial trucks shall post and enforce a set of operating rules. Available in [English](https://www.dir.ca.gov/dosh/dosh_publications/IndTrucks_Eng.pdf) and [Spanish](https://www.dir.ca.gov/dosh/dosh_publications/IndTrucks_Spa.pdf).  Title 8, California Code of Regulations, General Industry Safety Order section 3664 | Employers operating forklifts and other types of industrial trucks or tow tractors |
| [Notice to employees -- injuries caused by work](https://www.dir.ca.gov/dwc/NoticePoster.pdf) | Advises employees of workers' compensation benefits.  Title 8, California Code of Regulations, Division of Workers' Compensation section 9881 | All employers |
| **Posting** | **Additional information and quantity needed** | **Who must post** |
| Notice of workers' compensation carrier and coverage | States the name of the employer's current compensation insurance carrier, or the fact that the employer is self-insured. Obtained from the employer's workers' compensation insurance carrier.  Labor Code section 3550 | All employers |
| [Whistleblower protections](https://www.dir.ca.gov/dlse/WhistleblowersNotice.pdf) | Must be prominently displayed in lettering larger than size 14 type and include a list of employee rights and responsibilities under the whistleblower laws, including the telephone number of the whistleblower hotline maintained by the office of the [California Attorney General](http://www.ag.ca.gov/).  Labor Code section 1102.8 | All Employers |
| No Smoking Signage | Signage must be posted designating where smoking is prohibited/permitted in a place of employment. This law is enforced by local law enforcement agencies.  Labor Code section 6404.5(c)(1) | All Empoyers |
| Log and summary of occupational injuries and illnesses | [Form 300](https://www.dir.ca.gov/dosh/DoshReg/ApndxA300Final.pdf) is for logging recordable injuries, [form 301](https://www.dir.ca.gov/dosh/DoshReg/ApndxC301Final.pdf) is for collecting details and [form 300A](https://www.dir.ca.gov/dosh/DoshReg/ApndxB300AFinal.pdf) is the annual summary form. All three forms are available in various downloadable formats with instructions on the [Cal/OSHA publications page](https://www.dir.ca.gov/dosh/PubOrder.asp).  Posted in February, March and April of each year | Employers with 11 or more employees in the previous year |
| **Posting** | **Additional information and quantity needed** | **Who must post** |
| [Farm labor contractor statement of pay rates](https://www.dir.ca.gov/dlse/DLSE-445.pdf) | Reference DLSE poster 445. Must be displayed prominently where work is to be performed and on all vehicles used by the licensee for transportation of employees. Must be at least 12 inches high and 10 inches wide.  Labor Code section 1695(7) | Farm labor contractors licensed by the Division of Labor Standards Enforcement (DLSE) |
| [Prevailing wage rate determinations](https://www.dir.ca.gov/DLSR/statistics_research.html#PWD) | The body awarding any contract for public work or otherwise undertaking any public work shall cause a copy of the prevailing wage determination for each craft, classification or type of worker needed to execute the contract to be posted at each job site.  Labor Code section 1773.2 | Public works awarding bodies and contractors |
| [Discrimination and Harassment in Employment are Prohibited by Law](http://www.dfeh.ca.gov/res/docs/Publications/DFEH-162-2015.pdf) | Fair Employment and Housing Act, Government Code section 12900 et seq. | All employers |
| [Pregnancy disability leave](http://www.dfeh.ca.gov/res/docs/Publications/Brochures/2016/DFEH-100-20%20(04-16).pdf) | DFEH-100-20 "Notice A".  Title 2, California Code of Regulations section 7291.16(d) | Employers of five employee or more |
| [Family care and medical leave (CFRA leave) and pregnancy disability leave](http://www.dfeh.ca.gov/res/docs/Publications/Brochures/2015/DFEH-100-210-rev072015.pdf) | DFEH-100-21 "Notice B  Title 2, California Code of Regulations sections 7297.9 and 7291.16(e) | All employers with 50 or more employees and all public agencies |
| **Posting** | **Additional information and quantity needed** | **Who must post** |
| [Notice to employees](http://www.edd.ca.gov/pdf_pub_ctr/de1857a.pdf) | Advises employees of potential unemployment insurance, disability insurance and paid family leave insurance benefits. | All Employers |
| [Notice to employees: unemployment insurance benefits](http://www.edd.ca.gov/pdf_pub_ctr/de1857d.pdf) | The latest information can be obtained from the [Employment Development Department](http://www.edd.ca.gov/Unemployment/Forms_and_Publications.htm), reference number DE 1857D. | All Employers |
| Notice to employees: time off to vote | Not less than 10 days before every statewide election, every employer shall keep posted conspicuously at the place of work, if practicable, or elsewhere where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of [section 14000](http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=ELEC&sectionNum=14000.). | All Employers |
| [Equal employment opportunity is the law](http://www.eeoc.gov/employers/upload/eeoc_self_print_poster.pdf) | Includes Americans with Disabilities Act (ADA) poster. The latest information can be obtained from the [U.S. Equal Employment Opportunity Commission](http://www1.eeoc.gov/employers/poster.cfm). | All Employers |
| [Minimum wage](http://www.dol.gov/whd/regs/compliance/posters/flsa.htm) (federal Fair Labor Standards Act) | The latest information can be obtained from the [U.S. Department of Labor](http://www.dol.gov/elaws/posters.htm), reference number WH 1088 | All employers |
| [Notice: Employee Polygraph Protection Act](http://www.dol.gov/whd/regs/compliance/posters/eppabw.pdf) | The latest information can be obtained from the [U.S. Department of Labor](http://www.dol.gov/elaws/posters.htm), reference number WH 1462. | All employers |
| [Family and Medical Leave Act](http://www.dol.gov/whd/regs/compliance/posters/fmlaen.pdf) (Federal FMLA) | The latest information can be obtained from the [U.S. Department of Labor](http://www.dol.gov/elaws/posters.htm), reference number WH 1420. | All employers with 50 or more employees and all public agencies |
| **Posting** | **Additional information and quantity needed** | **Who must post** |
| [Human Trafficking](https://oag.ca.gov/human-trafficking/sb1193) | Requires Farm Labor Contractors post a [public notice](https://oag.ca.gov/sites/all/files/agweb/pdfs/ht/HumanTraffickMandate_ENG.pdf) regarding Human Trafficking at their workplaces in a conspicuous place which is visible to the public and workers. | Farm Labor Contractors |
| Your Rights Under USERRA (Veterans Benefits) | Employers may provide the notice, "Your Rights Under USERRA," by posting it where employee notices are customarily placed. This posting must be in English. | All employers |

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