

# ATTENTION OREGON EMPLOYERS

Our goal as your RELIABLE labor law poster company is to ensure that you are always in compliance! We would like to make you aware that there may be other requirements your company is subject to in addition to posting your labor law posters in a conspicuous location.

- Effective Jan. 1, 2020, Oregon employers must post a **Workplace Accommodation Notice** in conspicuous and accessible locations informing employees of new discrimination protections related to pregnancy, childbirth, or related medical conditions, including lactation. Oregon BOLI has developed a fillable template for this notice. In addition to adding their company information to the notice, employers must **post** the notice, and also **distribute** a written copy to new employees at the time of hire, to existing employees by June 29, 2020, and within 10 days to employees who inform the employer of their pregnancy. For your convenience, you can download the **Workplace Accommodation Notice** from the **Free Specialty Posters** page on our website at the following address: <https://www.postercompliance.com/labor-law-posters/free-specialty-labor-law-posters/>
- Oregon's Sick Time Law requires employers to provide written notice of the law by **distributing** the written notice to each employee, incorporating it into an **employee handbook**, OR **posting** the written notice. The Sick Time Law poster, which can be posted to meet this requirement, is included for your convenience on the enclosed Oregon state poster.
- If you have one or more employees, you need to post the **Workers' Compensation Notice of Compliance**. If you do not already have this notice, contact the Workers' Compensation Division, Employer Compliance at **(503) 947-7815** or go to <http://wcd.oregon.gov/Pages/index.aspx>.
- Employers with at least a \$1,000 payroll in a calendar quarter and employers with one or more workers during 18 different weeks in a calendar year must post the **Employment Insurance Notice (Form 11)**. If you do not already have this notice, call the Forms Hotline of the Employment Department, Unemployment Insurance Tax Unit with your Business Identification Number at **(503) 947-1488, Option 3** or go to <https://www.oregon.gov/employ/businesses/tax/Pages/Payroll-Taxes.aspx>.
- Post signs that designate No Smoking areas as required by Oregon's Indoor Clean Air Act.** In addition to posting the notice included on your Oregon state poster, you must post "No Smoking or Vaping" signs at each entrance. To obtain further details about the law and download signs, call the Oregon Health Authority at **(800) 375-2863** or go to the website at <http://www.oregon.gov/OHA/PH/PreventionWellness/TobaccoPrevention/pages/index.aspx>.
- If **applicants for employment** are normally seen in an area **other than where you post your federal labor law poster**, you need to post four federal notices in this area where applicants can easily see them. Poster Compliance Center publishes a Federal Applicant Edition poster that includes all four of these notices. Call Customer Service at (800) 322-3636 if you would like to order this poster.
- If your state has an **E-Verify law** (used to determine if workers are eligible for employment), covered employers must register for E-Verify through the U.S. Department of Homeland Security (DHS) and must post required participation posters.
  - Only employers who have registered should post the required posters which can be downloaded free during registration.
  - DHS prohibits commercial sale of these posters by third parties.

For these reasons E-Verify posters are not included on our state posters. For further information or to register for E-Verify, go to the DHS E-Verify home page at <https://www.e-verify.gov/> or call 888-464-4218.

- Poster Compliance Center publishes labor law posters that include all general required notices for employers. Depending on a company's industry, type of commerce, sector, location, or workforce, **additional specialized notices may be required** by federal, state, or local governments or agencies. Examples could include notices for a municipality, notices for federal contractors, notices that must be posted for the public or job applicants (in addition to those posted for employees)\*, a labor law notice required in another language for employees who do not speak English, public sector notices, signage that must be posted at a specific location in your business such as the entrance, or a notice that can only be obtained through an insurance company.

**\*NOTE:** The state of Oregon requires that the **OR-OSHA Job Safety and Health** poster be readily available for job applicants, in addition to the poster posted for employees. If you do not post your state poster in an area that satisfies this requirement, you are required to post an additional OR-OSHA poster(s) in the appropriate place(s). You can order another Oregon state poster, or download the OR-OSHA poster only, free of charge, from the following Oregon state website: <https://osha.oregon.gov/OSHApubs/1507.pdf>.

DISCLAIMER: This product is not intended to provide legal or financial advice or substitute for the advice of an attorney or advisor.

