



ATTENTION NEW MEXICO 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.

- You are required by law to **post a supply of "Notice of Accident" (NOA) forms** with the Workers' Compensation notice on your state poster. The Workers' Compensation notice without these "Notice of Accident" forms does not comply with the law.

NOA forms can be downloaded at <https://workerscomp.nm.gov/NMWCA-Publications> or you can call **800-255-7965**. Forms should be attached at the bottom of the Workers' Compensation notice where indicated.

- Post a copy of the "New Mexico Unemployment Insurance Notice."** This poster is issued at the time of initial Unemployment Insurance tax registration and never needs to be updated. It contains information specific to your business and must be obtained directly from the state. If you need an additional copy of the Unemployment Insurance Notice, you can log into your employer account in the Unemployment Insurance Tax & Claims System at www.dws.state.nm.us. The poster will be located under "Correspondence," and "Tax Correspondence." Under the "Correspondence Class" dropdown menu, select "Registration." If you do not have the Unemployment Insurance Notice in your correspondence, please contact the Unemployment Insurance Operations Center at 877-664-6984, Monday through Friday, from 8:00 a.m. to 4:30 p.m.

- Effective July 1st, 2022, in addition to the notice already included on your poster, employers must also provide written or electronic notice to employees upon hiring regarding the **Paid Sick Leave Act's** terms and provisions. This notice is included in our HR Forms for New Hires: <https://www.postercompliance.com/labor-law-posters/hr-forms-for-new-hires/>

- 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.

- Your state has a **No Smoking law**, and covered employers must post required signs in their places of business. The signs must be posted in specific locations, such as building or room entrances. These location requirements cannot be met by including a no smoking sign on your labor law poster. Poster Compliance Center provides Free Specialty Posters that include certain state-specific signs. You can find a No Smoking Including Electronic Cigarettes sign for New Mexico on our Free Specialty Labor Law Posters page at the following address: <https://www.postercompliance.com/labor-law-posters/free-specialty-labor-law-posters/>

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.

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