

ATTENTION NEW YORK 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.

- New York State Labor Law requires that all employers display the Minimum Wage Poster (“Attention Miscellaneous Industry Employees”) that is included on the enclosed New York Labor Law Poster.
IN ADDITION, EMPLOYERS IN CERTAIN SPECIFIC INDUSTRIES MUST ALSO OBTAIN AND POST THE FOLLOWING MINIMUM WAGE POSTER FOR THEIR INDUSTRY, according to the New York State Department of Labor: Apparel Industry Minimum Wage Poster, Building Service Industry Minimum Wage Poster, Hospitality Industry Minimum Wage Poster, or Farm Minimum Wage Poster.

Poster Compliance Center now offers **free industry-specific minimum wage posters** for the State of New York. Go to the following link to download a PDF of the poster for your industry: <https://www.postercompliance.com/labor-law-posters/free-specialty-labor-law-posters/>

- Effective December 16th, 2022, employers are required to provide copies of certain notices physically in the workplace and to be made available to employees electronically through the employer’s website or by email.
- Effective July 14th, 2022, employers are required to provide employees information relating to the **Sexual Harassment Hotline**. The hotline toll-free number is 1-800-427-2773 and is available for employees experiencing workplace harassment.
- Effective May 7th, 2022, employers involved in **Electronic Monitoring** must provide written notice upon hiring to employees subject to electronic monitoring. Employers must also post the **Electronic Monitoring** notice in a conspicuous location in the workplace. Employers are recommended to post the notice below:

An employee shall be advised that any and all telephone conversations or transmissions, electronic mail or transmissions, or internet access or usage by an employee by any electronic device or system, including but not limited to the use of a computer, telephone, wire, radio or electromagnetic, photoelectronic or photo-optical systems may be subject to monitoring at any and all times and by any lawful means.

- Notice Requirements for Fringe Benefits and Hours:** All employers are required to notify employees of their policies on sick leave, vacation, personal leave, holidays, and hours, which can be done in writing OR by posting a notice in a conspicuous place where other notices are posted, stating where the written information can be found.
- Obtain copies of the “**Notice of Compliance**” (white) for **Workers’ Compensation** and the “**Notice of Compliance**” (blue) for **Disability Benefits** posters. These posters must be obtained directly from your insurance carrier because they contain information specific to your business and your coverage.
- Request the **unemployment poster** titled “**Notice to Employees**” (**IA 133**) from the **New York State Department of Labor** with your Employer Registration Number. Contact the NYS Department of Labor, Registration Subsection, State Office Building Campus, Albany, NY 12240-0339, phone (518) 485-8589 or fax (518) 485-8010.
- The purpose of the **New York Health and Essential Rights Act (NY HERO Act)** is to protect employees against exposure and disease during an airborne infectious disease outbreak by mandating extensive new workplace health and safety protections. During an outbreak, employers must adopt the applicable policy template/plan provided by NYS DOL, or establish an alternative plan that meets or exceeds the standard’s minimum requirements.

The standard and model plans are available in English and Spanish. Employers are required to provide a copy of the adopted airborne infectious disease exposure prevention plan and post the same in a visible and prominent location within each worksite. Go to the following link to download a PDF of the poster: <https://www.postercompliance.com/labor-law-posters/free-specialty-labor-law-posters/>

- Under the **New York State Clean Indoor Air Act**, “**No Smoking**” signs or the international “**No Smoking**” symbol must be permanently posted in every place where smoking is prohibited or restricted under the Act.

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



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- 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://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.

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