

Company Name: _____ Dept: _____ Location: _____ Date: _____

#019

OFFICE SAFETY – WORKPLACE POSTERS

In California, all employers must meet workplace posting obligations. Workplace postings are usually available at no cost from the requiring agency. 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. Additional posting requirements apply to some workplaces. For a list of available safety and health postings, visit the Cal/OSHA publications page.

Visit www.dir.ca.gov/wpnodb.html to download and print these postings and to determine which postings are required for all employers and specifically in your workplace

- Notice to employees
- State of California Minimum wage
- Payday Notice
- Safety and health protection on the job
- Emergency phone numbers
- Access to medical and exposure records
- Operating Rules for Industrial Trucks
- Notice to employees--injuries caused by work
- Whistleblower protections
- No smoking signage
- Cal/OSHA form 300
- Prevailing wage rate determinations
- Discrimination and Harassment in Employment are Prohibited by Law
- Pregnancy disability leave
- Family care and medical leave (CFRA leave)
- Industrial Welfare Commission (IWC) Wage Orders
- Notice to employees: unemployment insurance benefits
- Notice to employees: time off to vote
- Equal employment opportunity is the law
- Minimum wage (federal Fair Labor Standards Act)
- Notice: Employee Polygraph Protection Act
- Family and Medical Leave Act (federal FMLA)
- Notice of workers' compensation carrier and coverage

Meeting Conducted By:

Print Name

Signature

Meeting Attended By:

Notes & Suggestions

Document Filing Reference

Filing Instructions: Copies of this "Tailgate Talk" should be filed in employer's safety training records and cross-referenced in each employee safety-training file. This is intended as a guide only- all rights reserved.