

Virginia Labor Law Posters



At the time of purchase, our downloadable posters are guaranteed to be compliant and the most up to date versions available. Please refer to our website for additional size and color compliance information. Based on your specific industry, additional posters may be required.

To reorder, go to:
mystateposters.com

VIRGINIA HUMAN RIGHTS ACT

Virginia Code Chapter 39

It is the policy of the Commonwealth of Virginia to:

Safeguard all individuals within the Commonwealth from unlawful discrimination because of race, color, religion, national origin, sex, pregnancy, childbirth or related medical conditions, age, or disability, in places of public accommodation, including educational institutions, in real estate transactions, in employment; preserve the public safety, health and general welfare; and further the interests, rights and privileges of individuals within the Commonwealth; and protect citizens of the Commonwealth against unfounded charges of unlawful discrimination.

Unlawful Discriminatory Practice Defined

Conduct that violates any Virginia or Federal Statute or regulation governing discrimination on the basis of race, color, religion, national origin, sex, pregnancy, childbirth or related medical conditions, age, or disability.

Complaints of possible violations of the Act may be filed with:

VIRGINIA HUMAN RIGHTS COUNCIL

202 N. 9th Street • 9th Street Office Building • 11th Floor • Richmond, Virginia 23219
(804) 225-2292 • www.chr.virginia.gov

Job Safety and Health Protection

VIRGINIA DEPARTMENT OF LABOR AND INDUSTRY

THE VIRGINIA OCCUPATIONAL SAFETY AND HEALTH (VOSH) LAW, BY AUTHORITY OF TITLE 40.1 OF THE LABOR LAWS OF VIRGINIA, PROVIDES JOB SAFETY AND HEALTH PROTECTION FOR WORKERS. THE PURPOSE OF THE LAW IS TO ASSURE SAFE AND HEALTHFUL WORKING CONDITIONS THROUGHOUT THE STATE. THE VIRGINIA SAFETY AND HEALTH CODES BOARD PROMULGATES AND ADOPTS JOB SAFETY AND HEALTH STANDARDS, AND EMPLOYERS AND EMPLOYEES ARE REQUIRED TO COMPLY WITH THESE STANDARDS. THESE STANDARDS MAY BE FOUND AT THE FOLLOWING WEB ADDRESS: http://www.dol.virginia.gov/whatwedo/enforcement/osha_vosh_std.html. YOU MAY ALSO CONTACT THE DEPARTMENT OF LABOR AND INDUSTRY OFFICES LISTED BELOW TO RECEIVE PRINTED COPIES OF THE VIRGINIA UNIQUE STANDARDS AND OBTAIN THE NAMES OF PUBLISHERS OF THE FEDERAL IDENTICAL STANDARDS.

Employers

Each employer shall furnish to each of his employees employment and a place of employment free from recognized hazards that are causing or are likely to cause death or serious harm to his employees, and shall comply with occupational safety and health standards issued under the Law.

Employees

Each employee shall comply with all occupational safety and health standards, rules, regulations and orders issued under the Law that apply to his own actions and conduct on the job.

Inspection

The Law requires that a representative of the employer and a representative authorized by the employees be given an opportunity to accompany the VOSH inspector for the purpose of aiding the inspection.

Where there is no authorized employee representative, the VOSH inspector must consult with a reasonable number of employees concerning safety and health conditions in the workplace.

Citation

If upon inspection VOSH believes an employer has violated the Law, a citation alleging such violations will be issued to the employer. Each citation will specify a time period within which the alleged violation must be corrected.

The VOSH citation must be prominently displayed at or near the place of alleged violation for three days or until the violation is corrected, whichever is later, to warn employees of dangers that may exist there.

Proposed Penalty

The Law provides for mandatory penalties against private sector employers of up to \$7,000 for each serious violation and for optional penalties of up to \$7,000 for each other-than-serious violation. Penalties of up to \$7,000 per day may be proposed for failure to correct violations within the proposed time period. Also, any employer who willfully or repeatedly violates the Law may be assessed penalties of up to \$70,000 for each such violation.

Public Sector employers, all departments, agencies, institutions or other political subdivisions of the Commonwealth, are exempt from the penalty provisions of this Law.

Criminal penalties are also provided for in the Law. Any willful violation resulting in the death of an employee is punishable, upon conviction, by a fine of not more than \$70,000 or by imprisonment for not more than six months, or by both. Subsequent conviction of an employer after a first conviction doubles these maximum penalties.

Complaint

Employees or their representatives have the right to file a complaint with the nearest VOSH office requesting an inspection if they believe unsafe or unhealthy conditions exist in their workplace. VOSH will withhold, on

request, names of employees filing complaints. Complaints may be made at the Department of Labor and Industry addresses shown below.

Discrimination

The Law provides that employees may not be discharged or discriminated against in any way for filing safety and health complaints or otherwise exercising their rights under the Law.

An employee who believes he has been discriminated against for exercising their rights under the Law, may file a complaint with the Commissioner of the Virginia Department of Labor and Industry within 60 days of the alleged discrimination.

CASPA

Complaints Against State Plan Administration. Any person may complain to the Regional Administrator of OSHA (address below) concerning the Administration of the State Safety and Health Program.

State Coverage

The VOSH program shall apply to all public and private sector businesses in the State except for Federal agencies, businesses under the Atomic Energy Act, railroad rolling stock and tracks, certain Federal enclaves, and businesses covered by the Federal Maritime jurisdiction.

Voluntary Activity

Voluntary efforts by the employer to assure his workplace is in compliance with the Law are encouraged. Voluntary Safety and Health Consultation and Training Programs exist to assist employers. These services may be obtained by contacting the Department of Labor and Industry addresses shown below.

Recordkeeping

Employers now have a new system for tracking workplace injuries and illnesses. OSHA's new recordkeeping log is simpler to understand and use. Using a question and answer format, the revised recordkeeping rule provides answers to record occupational injuries and illnesses, and explains how to classify specific cases. Flowcharts and checklists make the recordkeeping requirements easier to follow. Not all industries are required to do a recordkeeping log. To see if your industry is exempt, visit the OSHA Web site at www.osha.gov/recordkeeping/pub3169text.html.

Fatalities

Any fatality or injuries to three (3) or more employees involving inpatient hospitalization from a workplace incident, must be reported to the nearest VOSH office within eight(8) hours. Failure to report may result in a \$5,000 fine.

VIRGINIA DEPARTMENT OF LABOR AND INDUSTRY

Powers-Taylor Building
13 South Thirteenth Street
Richmond, VA 23219
VOICE (804) 371-2327
TDD (804) 786-2376
FAX (804) 371-6524

WEB <http://www.dol.virginia.gov>

U.S. Department of Labor
OSHA Regional Administrator
The Curtis Center, STE 740 West
170 South Independence Mall West
Philadelphia, PA 19106-3300
(215) 861-4900

OCCUPATIONAL SAFETY AND HEALTH OFFICE LOCATIONS

Headquarters

Powers-Taylor Building
13 South Thirteenth Street
Richmond, VA 23219
(804) 371-2327

Central Virginia/ Richmond

North Run Business Park
1570 East Parham Road
Richmond, VA 23228
(804) 371-3104

Northern Virginia/ Manassas

10515 Battlevue Parkway
Manassas, VA 20109
(703) 392-0900

Tidewater/Norfolk

6363 Center Drive
Building 6, Suite 101
Norfolk, VA 23502
(757) 455-0891

Southwest/Roanoke

Brammer Village
3013 Peters Creek Road
Roanoke, VA 24019
(540) 562-3580

Abingdon

The Johnson Center
468 East Main Street
Suite 114
Abingdon, VA 24210
(276) 676-5465

Lynchburg

3704 Old Forest Road
Suite B
Lynchburg, VA 24501
(434) 385-0806

Verona

201 Lee Highway
Verona, VA 24482
(540) 248-9290

VIRGINIA DEPARTMENT OF
LABOR AND INDUSTRY

C. Ray Davenport
Commissioner

VIRGINIA SAFETY AND
HEALTH CODES BOARD

Charles L. Stiff
Chairman

EMPLOYERS: THIS POSTER MUST BE DISPLAYED IN A PROMINENT PLACE IN THE ESTABLISHMENT TO WHICH YOUR EMPLOYEES NORMALLY REPORT TO WORK.

Form VWC1

WORKERS' COMPENSATION NOTICE

The employees of this business are covered by the Virginia Workers' Compensation Act. In case of injury by accident or notice of an occupational disease:

THE EMPLOYEE SHOULD:

1. Immediately give notice to the employer, in writing, of the injury or occupational disease and the date of accident or notice of the occupational disease.
2. Promptly give to the employer and to the Virginia Workers' Compensation Commission notice of any claim for compensation for the period of disability beyond the seventh day after the accident. In case of fatal injuries, notice must be given by one or more dependents of the deceased or by a person in their behalf.
3. In case of failure to reach an agreement with the employer in regard to compensation under the act, file application with the Commission for a hearing within two years of the date of accidental injury or first communication of the diagnosis of an occupational disease.
4. If medical treatment is anticipated for more than two years from the date of the accident and no award has been entered, the employee should file a claim with the Commission within two years from the date of the accident.

NOTE: The employer's report of accident is not the filing of a claim for the employee. The voluntary payment of wages or compensation during disability, or of medical expenses, does not affect the running of the time limitation for filing claims. An award based on a voluntary agreement must be entered or a claim filed within two years; one year in death cases.

THE EMPLOYER SHOULD:

1. At the time of the accident, give the employee the names of at least three physicians from which the employee may select the treating physician.
2. Report the injury to the Commission through your carrier or directly to the Commission.
3. Accurately determine the employee's average weekly wage, including overtime, meals, uniforms, etc.

Questions may be answered by contacting the Commission. A booklet explaining the Workers' Compensation Act is available without cost from:

THE VIRGINIA WORKERS' COMPENSATION COMMISSION
1000 DMV Drive
Richmond, Virginia 23220

1-877-664-2566
vwc.state.va.us

Every employer within the operation of the Virginia Workers' Compensation Act MUST POST THIS NOTICE IN A CONSPICUOUS PLACE in his place of business.

UNEMPLOYMENT INSURANCE



Commonwealth of Virginia
Virginia Employment Commission

NOTICE TO WORKERS

Every day many unemployed workers tell us that unemployment insurance is due them "because they have paid for it." This is not true in Virginia. There are no deductions from your paycheck for unemployment insurance. Employers' taxes are deposited in a trust fund from which unemployment insurance benefits are paid. Do not confuse unemployment insurance with Old Age and Survivors' Insurance, to which both you and your employer contribute.

YOU MAY APPLY FOR UNEMPLOYMENT INSURANCE BENEFITS IF:

- You are totally unemployed, or
- You are working at reduced wages and hours.

IF YOU ARE TOTALLY UNEMPLOYED OR ON A TEMPORARY LAYOFF:

The first week you are unemployed, register for work, and file a claim for benefits by calling 1-866-832-2363, online at www.VaEmploy.com or in person at the nearest Virginia Employment Commission office.

IF YOU ARE WORKING REDUCED HOURS:

The first week your hours have been reduced, file a claim for partial benefits by calling 1-866-832-2363, or in person at the nearest Virginia Employment Commission office.

TO BE ELIGIBLE FOR BENEFITS, THE LAW REQUIRES THAT YOU:

- File a claim with the Virginia Employment Commission.
- Have earned sufficient wages from employers who are subject to the Unemployment Compensation Act of Virginia or any other state within your Base Period.
- Must be unemployed through no fault of your own.
- Must be able and available to work and making an active search for work.
- Continue to report as instructed by the Virginia Employment Commission.

You cannot be paid unemployment benefits until you have filed your claim. To speed payment of benefits, you should file your claim as soon as you become unemployed or your hours are reduced. If you have any questions about your rights and responsibilities under the Virginia Unemployment Compensation Act, visit the nearest office of the Virginia Employment Commission.

THE LAW REQUIRES EMPLOYERS TO POST THIS NOTICE IN A PLACE VISIBLE TO ALL WORKERS.

An Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities.

This notice is available in Spanish. Direct requests to:

Employer Accounts Unit

P.O. Box 1358

Richmond, VA 23218-1358

VEC B-29

Earned Income Tax Credit

Two ways to increase your income:

- ✓ The Federal Earned Income Tax Credit
- ✓ The Commonwealth of Virginia Tax Credit

Working individuals or families may be eligible for the Commonwealth of Virginia income tax credit.

The Credit for Low Income Individuals (CLI) is a tax credit for people who work hard and don't make much money. You must meet certain requirements to be eligible.

If your total family Virginia adjusted gross income is less than the amounts established under federal poverty guidelines, or the United States Department of Health and Human Services Poverty guidelines, you may qualify to claim the CLI.

Find out if you qualify for the CLI by visiting:
<http://www.tax.virginia.gov/site.cfm?alias=LowIncomeCredit>.

Claiming the credit is quick and easy when you use iFile, the free State Internet filing service, to file your Virginia income tax return. If you are eligible to claim the CLI, iFile will guide you through a simple step-by-step process to fill out your return and compute your credit.

For more information visit the Virginia State Tax website at:
www.individual.tax.virginia.gov or call 1-804-786-2992.

This message is brought to you by The Virginia Department of Social Services

Life's a little easier with EITC earned income tax credit

The Earned Income Tax Credit is a tax break for people who work but do not earn high incomes. Taxpayers who qualify and claim the credit could pay less federal tax, pay no tax, or receive a refund.

All people eligible for EITC have SEVEN things in common:

1. Must have earned income
2. Must have a valid Social Security number
3. Cannot file as married filing separately
4. Generally cannot be a nonresident alien
5. Cannot be a qualifying child of another person
6. Cannot be filing Form 2555 or Form 2555-EZ
7. Investment income amount is limited

FOUR most common EITC filing errors:

1. Claiming a child who's not a qualifying child
2. Married taxpayers who incorrectly file as single or head of household
3. Misreporting Income
4. Incorrect Social Security Numbers

**CALL 1.800.829.1040 | VISIT www.irs.gov/eitc
ASK YOUR TAX PREPARER**

Department of the Treasury Internal Revenue Service Publication 4154 (2003/04)
Catalog Number 37260Y www.irs.gov

Crédito Tributario por Ingreso del Trabajo

Dos maneras de aumentar sus ingresos:

- ✓ El Crédito Impositivo Federal sobre Ingresos Ganados
- ✓ El Crédito Impositivo del Estado de Virginia

A personas o familias que trabajan les puede corresponder el crédito impositivo sobre los ingresos del Estado de Virginia.

El Crédito para Personas de Bajos Ingresos (CLI, sus siglas en inglés) es un crédito en los impuestos para gente que trabaja mucho, pero que no gana mucho dinero. Debe satisfacer varios requisitos para le corresponda dicho crédito.

Si el ingreso bruto ajustado total de su familia en Virginia es menor que la cantidad establecida en las pautas de pobreza federales, o las pautas de pobreza del Departamento de Salud y Servicios Humanos de los Estados Unidos, a usted tal vez le corresponda reclamar el CLI.

Averigüe si le corresponde recibir el CLI al visitar:
<http://www.tax.virginia.gov/site.cfm?alias=LowIncomeCredit>.

Es fácil y rápido reclamar el crédito cuando utilice iFile, el servicio gratis de presentación por Internet del Estado, para presentar su declaración de impuestos de Virginia. Si a usted le corresponde reclamar el CLI, iFile lo guiará por un proceso de pasos sencillos para llenar su declaración y computar su crédito.

Para mayor información, visite el sitio web de Impuestos del Estado de Virginia en: www.individual.tax.virginia.gov o llame al 1-804-786-2992.

Este mensaje es presentado por El Departamento de Servicios Sociales de Virginia

La vida es mejor con el EITC el crédito tributario por ingreso del trabajo

El Crédito Tributario por Ingreso del Trabajo, o EITC, es un beneficio tributario para las personas que trabajan pero que no ganan mucho dinero. Los contribuyentes que reúnen los requisitos y reclaman el crédito podrían pagar menos impuesto federal, no pagar ningún impuesto federal o hasta recibir un reembolso.

Todas las personas que reúnen los requisitos para el EITC tienen 7 cosas en común:

1. Tienen que tener ingreso del trabajo
2. Tienen que tener un número de seguro social válido
3. No pueden presentar la declaración como casados que presentan por separado
4. Por lo general, no pueden ser extranjeros no residentes
5. No pueden ser hijo calificado de otra persona
6. No pueden presentar el Formulario 2555 o el Formulario 2555-EZ
7. El ingreso de inversiones es limitado

Los 4 errores más frecuentes que se cometen cuando se reclama el EITC:

1. Reclamar un hijo que no es un hijo calificado
2. Contribuyentes casados que presentan la declaración incorrectamente como soltero o cabeza de familia
3. Declarar el ingreso incorrectamente
4. Números de seguro social incorrectos

**LLAME AL 1.800.829.1040
VISITE www.irs.gov/espanol
PREGÚNTELE A SU PREPARADOR DE IMPUESTOS**

Department of the Treasury Internal Revenue Service Publication 4154 (2003/04)
Catalog Number 37260Y www.irs.gov