

Required Workplace Notices Don't be in Violation with the State!

The U.S. Department of Labor (DOL) and State of Colorado require workplaces, including local governments, to provide employees with posted notices. Lists of notices can be found online and can often be downloaded for free.

STATE OF COLORADO

The State of Colorado posts a list of required federal or state law posters at <https://cdle.colorado.gov/posters>. These posters are meant to educate employees on a variety of labor law topics. Required employer posters include those pertaining to Minimum Wage Order, Anti-Discrimination, Employment Security, Workers' Compensation, Notice to Employer of Injury, Paydays, and Pregnancy Accommodations and more. To purchase an All-In-One poster in both English and Spanish [click here](#).

Please note that HB22-1112, which went into effect on August 10, 2022, extended the time for injured workers to report their injuries to 10 days from the previous four days. It also requires employers to keep a written record of the report. Changes were made to the poster employers are required to post. A link to the newly redesigned poster is available [here](#).



Though not required, notices are also available for the 2023 FMLI Program, which states that Colorado workers who earn at least \$2,500 in yearly wages within the state will be eligible to take paid family and medical leave during specifically covered circumstances on the poster. The poster can be found [here](#).

Some state posters do not specify if their content applies to local governments. This varies, so for additional information on the applicable definitions, consult your HR representative or your county attorney.

FEDERAL LEVEL

Statutes and regulations enforced by the U.S. Department of Labor (DOL) require that notices be provided to employees and/or posted in the workplace. DOL provides free electronic copies of the required posters, some of which are available in multiple languages. They can be found at <https://www.dol.gov/general/topics/posters>; this includes posters of special interest to federal contractors.

WHAT THIS MEANS FOR COUNTIES

Failure to post as required is a violation of Colorado and Federal laws and can result in fines and penalties. Generally, you can assume that a poster should be posted in the lunchroom, general meeting rooms, or places where all employees can view it, for each physical location or building in which county employees or contractors report. It is an easy violation for an auditor to check, so do not overlook this important requirement. For more information, contact CTSI at (303) 861-0507.