

DISCRIMINATION IN EMPLOYMENT IS PROHIBITED

www.labor.mo.gov/mohumanrights

THE MISSOURI HUMAN RIGHTS ACT MAKES IT ILLEGAL—

... to discriminate in any aspect of employment because of an individual's race, color, religion, national origin, ancestry, sex, disability or age (40 through 69). Discriminatory employment practices prohibited by the Missouri Human Rights Act include:

- Hiring and firing, compensation, assignment or classification of employees, transfer, promotion, layoff or recall, job advertisements, recruitment, testing, use of company facilities, training and apprenticeship programs, fringe benefits, pay, retirement plans, or disability leave, or other terms and conditions of employment
- Harassment on the basis of race, color, religion, national origin, ancestry, sex, disability, or age
- Retaliating against an individual for filing a complaint of discrimination, participating in an investigation or hearing, or opposing discriminatory practices
- Discriminating in any aspect of employment against an individual because of his or her association with a person in one of the protected categories.

An employment agency includes any person or agency, public or private, regularly undertaking with or without compensation to procure employees for an employer or to procure employees opportunities to work for an employer.

Take Action—File a Complaint

If you believe that you have been discriminated against in employment, you can file a complaint of discrimination by calling one of the numbers below or emailing MCHR@labor.mo.gov (Note: complaints must be filed within 180 days of the alleged discrimination).

Toll-Free Discrimination Complaint Hotline:
(877) 781-4236
Relay Missouri: 711

Missouri's Human Rights Act applies to:

- Private employers with six or more employees
- All apprenticeship or training programs
- All labor organizations
- All employment agencies
- All state and local government agencies

"The mission of the MCHR is to develop, recommend and implement ways to prevent and eliminate discrimination, and to provide equitable and timely resolutions of discrimination claims through enforcement of the Missouri Human Rights Act."

STATE REGULATION 8 CSR 60-3.010 REQUIRES THIS NOTICE BE POSTED IN ALL PLACES OF BUSINESS OR ESTABLISHMENTS WHICH ARE SUBJECT TO THE MISSOURI HUMAN RIGHTS ACT.

Missouri Commission on Human Rights (MCHR)
3315 W. Truman Blvd., Suite 212
Jefferson City, MO 65102-1129
(573) 751-3325

MCHR-9 (11-12)

DISCRIMINATION IN PLACES OF PUBLIC ACCOMMODATION IS PROHIBITED

www.labor.mo.gov/mohumanrights

THE MISSOURI HUMAN RIGHTS ACT MAKES IT ILLEGAL—

... for places of public accommodation to deny access to or treat someone unequally because of an individual's race, color, religion, national origin, ancestry, sex, or disability.

Places of public accommodation include all places or businesses offering or holding out to the general public, goods, services, privileges, facilities, advantages, or accommodations for the peace, comfort, health, welfare, and safety of the general public or such public places providing food, shelter, recreation and amusement. Section 213.010(15), RSMo.

Places of public accommodation include but are not limited to restaurants, bars, retail stores, movie theaters, gas stations, schools, sports stadiums, hotels, motels, and state, county or city facilities.

Discriminatory practices prohibited by the Missouri Human Rights Act in places of public accommodation include:

- Refusing to provide service;
- Being inaccessible to a person with a disability;
- Setting different terms or conditions for services or facilities;
- Failing to reasonably accommodate an individual's disability to allow him or her to use and enjoy the place of public accommodation;
- Failing to provide adequate disabled-accessible parking spaces;
- Failing to provide an accessible public restroom;
- Failing to provide an accessible entrance.

It is illegal for anyone, for any of the above reasons, to deny access to or treat someone unequally in "places of public accommodation." The accessibility requirements for places of public accommodations can be found at <http://www.access-board.gov/ada/>.

Take Action—File a Complaint

If you believe that you have been discriminated against by a place of public accommodation, you can file a complaint of discrimination by calling one of the numbers below or emailing MCHR@labor.mo.gov (Note: complaints must be filed within 180 days of the alleged discrimination).

Toll-Free Discrimination Complaint Hotline:
(877) 781-4236
Relay Missouri: 711

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Jefferson City, MO 65102-1129
(573) 751-3325

MCHR-7 (11-12)

MISSOURI MINIMUM WAGE \$7.65

In Effect for 2015

Missouri's current minimum wage rate is \$7.65 per hour. All businesses are required to pay at minimum, the \$7.65 per hour rate, except retail and service businesses whose annual gross sales are less than \$500,000. There also are certain classes of employees under the definition of "employee" in Section 290.500(3), RSMo, and pertaining to agriculture in Section 290.507, RSMo, to which Missouri's law does not apply.

In addition, overtime compensation must also be paid at a rate not less than one and one-half times a covered employee's regular rate for all hours worked over 40 in a workweek.

The minimum wage rate may increase or decrease on January 1, 2016, if the cost of living as measured by the Consumer Price Index (CPI) rises (see Section 290.502, RSMo). Missouri law does not allow the state's minimum wage rate to be lower than the federal minimum wage rate.

The Missouri Minimum Wage Law does not apply to exempt employees/employers, and does not supersede more favorable laws or interfere with collective bargaining agreement rights.

Tipped Employees

Compensation for tipped employees must total at least \$7.65 per hour. Employers of tipped employees are required to pay tipped employees at least 50 percent of the minimum wage, or \$3.825 per hour. Employers of tipped employees must pay more than half of the minimum wage to tipped employees if it is necessary to bring the employee's total compensation up to \$7.65 per hour.

Records to be kept and retention period

Employers must keep a record of the name, address, and job description of each employee, the rate of pay, the amount paid each period, and the number of hours worked each day and each workweek (see Section 290.520, RSMo). These records must be kept for a period of not less than three years. The records shall be open for inspection by the Missouri Division of Labor Standards.

Penalties

Any employer who hinders the Division of Labor Standards' performance of duties in the enforcement of the law by any of the acts listed in Section 290.525, RSMo, is guilty of a class C misdemeanor.

An employee may bring any legal action necessary to collect wages owed. An employer who pays an employee wages less than what is due under the law shall be liable for the full amount of the wage rate and an additional equal amount as liquidated damages, less any amount actually paid, and for costs and such reasonable attorney fees as may be allowed by the court or jury (see Section 290.527, RSMo).

Complaints

A Minimum Wage complaint form can be filed by visiting www.labor.mo.gov/DLS/minimumwage. The form may also be printed and be sent to the Division using the contact information below. Once the investigation is complete, the employer and employee will be informed of the findings.

For more information or to file a complaint:

Missouri Division of Labor Standards
P.O. Box 449, Jefferson City, MO 65102
Phone: (573) 751-3403 Fax: (573) 751-3721
Email: minimumwage@labor.mo.gov
Website: www.labor.mo.gov/DLS/minimumwage

Missouri Dept. of Labor and Industrial Relations is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri TTY Users call (800) 735-2966 or dial 7-1-1.

LS-52 (01-15)

WORKERS' COMPENSATION LAW

Roles and Responsibilities for Employers and Employees

Employee Information

The Missouri Division of Workers' Compensation (DWC) administers programs for workers who have been injured on the job or exposed to an occupational disease arising out of and in the course of employment. The Division's Administrative Law Judges have the authority to approve settlements or issue awards after a hearing relating to an injured employee's entitlement to benefits.

Steps to Take When Injured on the Job

1. Notify your employer immediately (written notice must be provided within 30 days of the injury/or 30 days when reasonably aware of the work-relatedness of occupational illness or disease) by contacting

_____, _____, _____, _____, _____, _____
employer representative, phone number

**Failure to do so may jeopardize your ability to receive benefits*

2. Seek medical attention (your employer/insurer is responsible for providing medical treatment and paying the medical fees and charges unless you choose to treat with another doctor at your own expense without your employer/insurer's approval).
3. Get more information about the benefits available under the Workers' Compensation Program or about the steps you may take to get the benefits you need.

Visit www.labor.mo.gov/DWC or call (800) 775-COMP(2667)

Benefits for Injured Employees

The employer or insurer is required to provide medical treatment and care to cure and relieve the effects of the injury. This includes all costs for authorized medical treatment, prescriptions, and medical devices. There is no deductible, and all costs are paid by the employer or its workers' compensation insurance company. If you receive a bill, [contact your employer or the insurance company immediately](#). The employer/insurer has the right to choose the healthcare provider or treating physician. You may select a different healthcare provider or treating physician, but if you do so, it may be at your own expense.

Payment for Lost Wages:

- If a doctor says you are unable to work due to your injuries or recovery from a surgery, you may be entitled to **temporary total disability (TTD)** benefits. If a doctor says that you can perform light or modified duty work and your employer offers you such work, you may not be eligible for TTD benefits. TTD benefits should be continued until the doctor says you can return to work, or when your treatment is concluded because your condition has reached "maximum medical improvement," whichever occurs first.
- If you return to light or modified duty at less than full pay, you may be entitled to **temporary partial disability** benefits.

Permanent Disability Benefits:

If the injury or illness results in a permanent disability, you may be entitled to receive either permanent partial or permanent total disability benefits.

Survivor Benefits:

If an employee dies on the job, the surviving dependents may receive weekly death benefits paid at 66 2/3% of the deceased employee's average weekly wage for the year immediately preceding the injury, along with funeral expenses up to \$5,000 from the employer/insurer. For additional information relating to survivor's benefits, including college scholarship opportunities for surviving children, please visit www.labor.mo.gov/DWC.

The Division of Workers' Compensation does not discriminate against individuals with disabilities as mandated by P.L. 101-336, The Americans With Disabilities Act. Alternative format available upon request.

Employer Information

With some exceptions, all employers with five or more employees, and construction industry employers with one or more employees, are required to insure their workers' compensation liability, either by purchasing a policy or obtaining self-insurance authority. Workers' compensation insurance provides benefits to workers injured on the job. Employers also are required to post this

Missouri Department of Labor & Industrial Relations
Missouri Division of Workers' Compensation
P.O. Box 58, Jefferson City, MO 65102-0058 • Phone: (573) 751-4231

WC-106 (02-14)

UNEMPLOYMENT INSURANCE BENEFITS

Notice to Workers

Unemployment insurance (UI) benefits are provided under the Missouri Employment Security Law for workers who become totally or partially unemployed, if they meet the eligibility requirements of the law.

No deductions are made from employees' paychecks for this insurance. The employer pays the tax in Missouri.

Visit the Division of Employment Security's website at www.moclaim.mo.gov for additional information concerning UI, to file your initial or renewed claim, and

to file weekly requests for payment. The website is available 24 hours a day, seven days a week. You may call a Regional Claims Center for assistance Monday through Friday, 8 a.m. to 5 p.m.

Local numbers are:

Jefferson City: (573) 751-9040 **Kansas City:** (816) 889-3101
Springfield: (417) 895-6851 **St. Louis:** (314) 340-4950

If you are outside the above local calling areas: (800) 320-2519

IMPORTANT: If needed, call (573) 751-9040 for assistance in the translation and understanding of the information in this document.

¡IMPORTANTE! Si es necesario, llame al (573) 751-9040 para asistencia en la traducción y entendimiento de la información en este documento.

Missouri Division of Employment Security is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri TTY Users can call (800) 735-2966 or dial 7-1-1.

Missouri Department of Labor & Industrial Relations
Missouri Division of Employment Security
P.O. Box 59, Jefferson City, MO 65104-0059

MODES-B-2 (05-14)

Employers: To learn about the National Career Readiness Certificate call (573) 522-2744 or email NCRC@ded.mo.gov.

Missouri State 5-in-1 Compliance Poster

