J. J. Keller

The Department has authority to recover

back wages and an equal amount in

liquidated damages in instances of

minimum wage, overtime, and other

violations. The Department may litigate

Employers may be assessed civil money

overtime pay provisions of the law. Civil

money penalties may also be assessed

for violations of the FLSA's child labor

penalties may be assessed for each child

labor violation that results in the death

provisions. Heightened civil money

penalties for each willful or repeated

violation of the minimum wage or

and/or recommend criminal prosecution.

**EMPLOYEE RIGHTS** 

**UNDER THE FAIR LABOR STANDARDS ACT** 

**ENFORCEMENT** 

## **FEDERAL MINIMUM WAGE** \$7.25 PER HOUR **BEGINNING JULY 24, 2009**

The law requires employers to display this poster where employees can readily see it.

## **OVERTIME PAY**

FED

At least 1½ times the regular rate of pay for all hours worked over 40 in a workweek.

## CHILD LABOR

An employee must be at least 16 years old to work in most non-farm jobs and at least 18 to work in non-farm jobs declared hazardous by the Secretary of Labor. Youths 14 and 15 years old may work outside school hours in various non-manufacturing, non-mining, nonhazardous jobs with certain work hours restrictions. Different rules apply in agricultural employment.

## **TIP CREDIT**

Employers of "tipped employees" who meet certain conditions may claim a partial wage credit based on tips received by their employees. Employers must pay tipped employees a cash wage of at least \$2.13 per hour if they claim a tip credit against their minimum wage obligation. If an employee's tips combined with the employer's cash wage of at least \$2.13 per hour do not equal the minimum hourly wage, the employer must make up the difference.

## **PUMP AT WORK**

The FLSA requires employers to provide reasonable break time for a nursing employee to express breast milk for their nursing child for one year after the child's birth each time the employee needs to express breast milk. Employers must provide a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public, which may be used by the employee to express breast milk.

OF LABOR **UNITED STATES** 

**WAGE AND HOUR UNITED STATES** DEPARTMENT OF LABOR





**150 DES MOINES STREET** 

**DES MOINES, IA 50309-1836** 

PHONE: 515-725-5619

Fax: 515-725-4123

www.iowadivisionoflabor.gov

**Federal Minimum Wage and** 

**Overtime Pay** 

federal law differ from those under lowa Law. lowa

Applications of the minimum wage rates under

employers must comply with the more stringent

Fair Labor Standards Act. Questions concerning

federal law should be directed to:

applicable law. Overtime is covered by the federal

**U.S. DEPARTMENT OF LABOR** 

WAGE & HOUR DIVISION

210 WALNUT STREET

DES MOINES, IA 50309

PHONE: 515-284-4625

www.dol.gov

Certain full-time students, student

learners, apprentices, and workers

the minimum wage under special

with disabilities may be paid less than

certificates issued by the Department





**Your Rights Under the Iowa Minimum Wage Law Hourly Minimum Wage** 

The minimum wage applies to most hourly wage earners employed in Iowa. Most small retail and service establishments grossing less than \$300,000.00 annually are not required to pay the minimum wage. The majority of supervisory and administrative employees paid a salary are not covered by the law. Employers may pay an initial employment rate of \$6.35 for the first 90 calendar days of employment.

**TIP CREDIT** — The employer's share for tipped employees who customarily and regularly receive more than \$30.00 a month in tips must be at least \$4.35 an hour.

law. Courts may order payment of back wages. No employer can discriminate against or discharge an employee for filing a complaint or participating in a proceeding under this law. **Contact Information** 

The law requires displaying this poster where it can easily be seen by all employees.

Equal Opportunity Employer/Program Auxiliary aids and services are available upon request to individuals with disabilities.

For deaf and hard of hearing, use Relay 711

REV. 01/20/2021

**NOTICE:** This state has its own minimum wage law. Employers are also required to display the federal Employee Rights Inder the Fair Labor Standards Act posting, which indicates the federal minimum wage. Where federal and state rates both apply to an employee, the U.S. Department of Labor dictates that the employee is entitled to the higher minimum

THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY.

## IA **Equal Employment Opportunity is the LAW**

considered for job opportunities on the basis of the person's ability to do the job. While employed, you should not be treated unfairly because of any of the protected

What Does the Law Cover? Chapter 216 of the Code of Iowa, as amended, (The Iowa Civil Rights Act), prohibits discrimination in employment

Age (18 and older) National Origin Creed **Gender Identity** Color **Sexual Orientation** 

Pregnancy Disability Religion

To Whom Does the Law Apply? Persons who apply for employment with, or employees of, private employers, state and local institutions with four or more employees.

governments, and public and private educational Employment agencies, labor unions, contractors, and sub-contractors, and apprenticeship programs

What Other Resources Are Available to Help with a Discrimination Problem? You may also contact the local human rights, civil rights or human relations agency in your area, or the U.S. Equa Employment Opportunity Commission (EEOC), a federal

agency. The EEOC District Office is located at: 310 WEST WISCONSIN AVE., SUITE 800

MILWAUKEE, WI 53203-2292 414-297-1111 EEOC enforces Title VII of the Civil Rights Act of 1964,

## What Action Will an Agency Take?

The Commission's staff can answer questions about your rights under the Act and help you take the necessary Once a complaint is filed, the Commission will take all appropriate actions to process the complaint. There is no charge to file a complaint and you do not need an attorney to file a complaint with the Commission.

## **Discriminated Against?**

What Should I Do If I Believe I've Been You should immediately contact: IOWA CIVIL RIGHTS COMMISSION 400 E. 14TH STREET, GRIMES BUILDING DES MOINES, IOWA 50319 515-281-4121, 1-800-457-4416

515-242-5840 (FAX) http://www.state.ia.us/government/crc You may contact the Commission by telephone or mail for information, or assistance in filing a complaint. The Commission's office hours are 8:00 a.m. to 4:30 p.m. Monday through Friday. You may leave a message at 515-281-4121 after hours for a return call. Your complain must be filed within 300 days of the discriminatory

"Injustice anywhere is a threat to justice everywhere." – Martin Luther King, Jr.

## FED

U.S. Equal Employment Opportunity Commission

**Know Your Rights: Workplace Discrimination is Illegal** 

The U.S. Equal Employment Opportunity Commission (EEOC) enforces Federal laws that protect you from discrimination in employment. If you believe you've been discriminated against at work or in applying for a job, the EEOC may be able to help.

- Employees (current and former), including managers and temporary employees
- Union members and applicants for membership in a union
- What Types of Employment Discrimination are Illegal?
- Under the EEOC's laws, an employer may not discriminate against you, regardless of your immigration status, on
- Race
- Religion
- National origin Sex (including pregnancy, childbirth, and related medical conditions, sexual orientation, or gender
- Age (40 and older)

Genetic information (including employer requests for, or purchase, use, or disclosure of genetic tests,

- Retaliation for filing a charge, reasonably opposing discrimination, or participating in a discrimination lawsuit, investigation, or proceeding Interference, coercion, or threats related to exercising rights regarding disability discrimination or
- What Organizations are Covered?

pregnancy accommodation

- Most private employers
  - State and local governments (as employers) Educational institutions (as employers)

genetic services, or family medical history)

Staffing agencies

What Employment Practices can be Challenged as Discriminatory?

- All aspects of employment, including: Discharge, firing, or lay-off Harassment (including unwelcome verbal or physical conduct)
- Pay (unequal wages or compensation) Failure to provide reasonable accommodation for a disability; pregnancy, childbirth, or related medical condition; or a sincerely-held religious belief, observance or practice
- Job training
- Classification

any of the following ways:

www.eeoc.gov.

- Obtaining or disclosing genetic information of employees
- Requesting or disclosing medical information of employees Conduct that might reasonably discourage someone from opposing discrimination, filing a charge, or
- participating in an investigation or proceeding Conduct that coerces, intimidates, threatens, or interferes with someone exercising their rights, or someone assisting or encouraging someone else to exercise rights, regarding disability discrimination

(including accommodation) or pregnancy accommodation What can You Do if You Believe Discrimination has Occurred? Contact the EEOC promptly if you suspect discrimination. Do not delay, because there are strict time limits for filing a charge of discrimination (180 or 300 days, depending on where you live/work). You can reach the EEOC in

an inquiry through the EEOC's public portal: https://publicportal.eeoc.gov/Portal/Login.aspx 1-800-669-4000 (toll free) 1-800-669-6820 (TTY) 1-844-234-5122 (ASL video phone) an EEOC field office (information at

www.eeoc.gov/field-office)

info@eeoc.gov Additional information about the EEOC, including information about filing a charge of discrimination, is available at



### **EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS** The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) enforces the

nondiscrimination and affirmative action commitments of companies doing business with the Federal Government. If you are applying for a job with, or are an employee of, a company with a Federal contract or subcontract, you are protected under Federal law from discrimination on the following bases: Race, Color, Religion, Sex, Sexual Orientation, Gender Identity, National Origin

Executive Order 11246, as amended, prohibits employment discrimination by Federal contractors based on race, color, religion, sex, sexual orientation, gender identity, or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment.

### **Asking About, Disclosing, or Discussing Pay** Executive Order 11246, as amended, protects applicants and employees of Federal contractors from

discrimination based on inquiring about, disclosing, or discussing their compensation or the compensation of

Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals with disabilities from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment by Federal contractors. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, barring undue hardship to the employer. Section 503 also requires that Federal contractors take affirmative action to employ and advance in employment qualified individuals with disabilities at all levels of employment, including the executive level. **Protected Veteran Status** 

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, prohibits employment discrimination against, and requires affirmative action to recruit, employ, and advance in employment, disabled veterans, recently separated veterans (i.e., within three years of discharge or release from

active duty), active duty wartime or campaign badge veterans, or Armed Forces service medal veterans. Retaliation is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination by Federal contractors under these Federal laws.

Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations under

OFCCP's authorities should contact immediately: The Office of Federal Contract Compliance Programs (OFCCP)

U.S. Department of Labor 200 Constitution Avenue, N.W. Washington, D.C. 20210

1-800-397-6251 (toll-free) If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services. OFCCP may also be contacted by submitting a question online to OFCCP's Help Desk at https://ofccphelpdesk.dol.gov/s/, or by calling an OFCCP regional or district office, listed in most telephone directories under U.S. Government, Department of Labor and on OFCCP's "Contact Us" webpage at https://www.dol.gov/agencies/ofccp/contact.

## PROGRAMS OR ACTIVITIES RECEIVING FEDERAL FINANCIAL ASSISTANCE Race, Color, National Origin, Sex

In addition to the protections of Title VII of the Civil Rights Act of 1964, as amended, Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color or national origin in programs or activities receiving Federal financial assistance. Employment discrimination is covered by Title VI if the primary objective of the financial assistance is provision of employment, or where employment discrimination causes or may cause discrimination in providing services under such programs. Title IX of the Education Amendments of 1972 prohibits employment discrimination on the basis of sex in educational programs or activities which receive Federal financial assistance.

FED

Section 504 of the Rehabilitation Act of 1973, as amended, prohibits employment discrimination on the basis of disability in any program or activity which receives Federal financial assistance. Discrimination is prohibited in all aspects of employment against persons with disabilities who, with or without reasonable accommodation, can

If you believe you have been discriminated against in a program of any institution which receives Federal financial assistance, you should immediately contact the Federal agency providing such assistance

## REV. 06/27/2023

## YOUR RIGHTS UNDER USERRA THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT

USERRA protects the job rights of individuals who voluntarily or involuntarily leave employment positions to undertake military service or certain types of service in the National Disaster Medical System. USERRA also prohibits employers from discriminating against past and present members of the uniformed services, and applicants to the uniformed services.

## REEMPLOYMENT RIGHTS

You have the right to be reemployed in your civilian job if you leave that job to perform service in the uniformed service and:

- you ensure that your employer receives advance written or verbal notice of your service; you have five years or less of cumulative service in the uniformed services while with that particular employer; you return to work or apply for reemployment in a timely manner after conclusion of
- you have not been separated from service with a disqualifying discharge or under other
- than honorable conditions.

If you are eligible to be reemployed, you must be restored to the job and benefits you would have attained if you had not been absent due to military service or, in some cases, a comparable job. RIGHT TO BE FREE FROM DISCRIMINATION AND RETALIATION

- are a past or present member of the are obligated to serve in the uniformed uniformed service;
- have applied for membership in the uniformed service; or then an employer may not deny you:
- promotion; or

· any benefit of employment

reemployment; retention in employment

because of this status.

initial employment;

### In addition, an employer may not retaliate against anyone assisting in the enforcement of USERRA rights, including testifying or making a statement in connection with a proceeding under USERRA, even if that person has no service connection.

**HEALTH INSURANCE PROTECTION** If you leave your job to perform military service, you have the right to elect to continue your existing employer-based health plan coverage for you and your dependents for up to 24

months while in the military.

Even if you don't elect to continue coverage during your military service, you have the right to be reinstated in your employer's health plan when you are reemployed, generally without any waiting periods or exclusions (e.g., pre-existing condition exclusions) except for serviceconnected illnesses or injuries.

### **ENFORCEMENT** The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is

authorized to investigate and resolve complaints of USERRA violations.

For assistance in filing a complaint, or for any other information on USERRA, contact VETS at **1-866-4-USA-DOL** or visit its website at https://www.dol.gov/agencies/vets/. An interactive online USERRA Advisor can be viewed at https://webapps.dol.gov/elaws/vets/userra. If you file a complaint with VETS and VETS is unable to resolve it, you may request that your

case be referred to the Department of Justice or the Office of Special Counsel, as applicable,

You may also bypass the VETS process and bring a civil action against an employer for The rights listed here may vary depending on the circumstances. The text of this notice was prepared by VETS, and may be viewed on the internet at this address: https://www.dol.gov/agencies/vets/programs/userra/poster Federal law requires employers to

notify employees of their rights under USERRA, and employers may meet this requirement by

displaying the text of this notice where they customarily place notices for employees.

U.S. Department of Labor • 1-866-487-2365 U.S. Department of Justice Office of Special Counsel Employer Support of the Guard and Reserve • 1-800-336-4590

REV. 05/2022

FED

What is FMLA leave?

**FEDERAL** 

## YOUR EMPLOYEE RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT

- The Family and Medical Leave Act (FMLA) is a federal law that provides eligible employees with job-protected leave for qualifying family and medical reasons. The U.S. Department of Labor's Wage and Hour Division (WHD) enforces the FMLA for most employees.
- Eligible employees can take **up to 12 workweeks** of FMLA leave in a 12-month period for:
- The birth, adoption or foster placement of a child with you,
- Your serious mental or physical health condition that makes you unable to work, To care for your spouse, child or parent with a serious mental or physical health condition, and
- Certain qualifying reasons related to the foreign deployment of your spouse, child or parent who is a military servicemember.
- An eligible employee who is the spouse, child, parent or next of kin of a covered servicemember with a serious injury or illness may take up to **26 workweeks** of FMLA leave in a single 12-month period to care for the servicemember.

You have the right to use FMLA leave in one block of time. When it is medically necessary or otherwise permitted, you may take FMLA leave intermittently in separate blocks of time, or on a reduced schedule by working less hours each day or week. Read Fact Sheet #28M(c) for

FMLA leave is **not paid leave**, but you may choose, or be required by your employer, to use any employer-provided paid leave if your employer's paid leave policy covers the reason for which you need FMLA leave.

## Am I eligible to take FMLA leave?

## You are an **eligible employee** if **all** of the following apply: You work for a covered employer,

- You have worked for your employer at least 12 months, You have at least 1,250 hours of service for your employer during the 12 months before your leave, and
- Your employer has at least 50 employees within 75 miles of your work location. Airline flight crew employees have different "hours of service" requirements.
- You work for a **covered employer** if **one** of the following applies:
- You work for a private employer that had at least 50 employees during at least 20 workweeks in the current or previous calendar year, You work for an elementary or public or private secondary school, or

You work for a public agency, such as a local, state or federal government agency. Most federal employees are covered by Title II of the

- How do I request FMLA leave? Generally, to request FMLA leave you must: Follow your employer's normal policies for requesting leave,
- Give notice at least 30 days before your need for FMLA leave, or If advance notice is not possible, give notice as soon as possible. You do not have to share a medical diagnosis but must provide enough information to your employer so they can determine whether the leave qualifies for FMLA protection. You **must also inform your employer if FMLA leave was previously taken** or approved for the same
- reason when requesting additional leave. Your **employer may request certification** from a health care provider to verify medical leave and may request certification of a qualifying

The FMLA does not affect any federal or state law prohibiting discrimination or supersede any state or local law or collective bargaining agreement that provides greater family or medical leave rights. State employees may be subject to certain limitations in pursuit of direct lawsuits regarding leave for their own serious health conditions Most federal and certain congressional employees are also covered by the law but are subject to the jurisdiction of the U.S. Office of Personnel

## Management or Congress. What does my employer need to do?

If you are eligible for FMLA leave, your **employer must**:

FMLA, administered by the Office of Personnel Management.

- Allow you to take job-protected time off work for a qualifying reason, Continue your group health plan coverage while you are on leave on the same basis as if you had not taken leave, and
- Allow you to return to the same job, or a virtually identical job with the same pay, benefits and other working conditions, including shift and location, at the end of your leave. Your employer cannot interfere with your FMLA rights or threaten or punish you for exercising your rights under the law. For example, your

employer cannot retaliate against you for requesting FMLA leave or cooperating with a WHD investigation. After becoming aware that your need for leave is for a reason that may qualify under the FMLA, your **employer must confirm whether you are** eligible or not eligible for FMLA leave. If your employer determines that you are eligible, your employer must notify you in writing:

**EMPLOYEE RIGHTS** 

About your FMLA rights and responsibilities, and How much of your requested leave, if any, will be FMLA-protected leave.

Call 1-866-487-9243 or visit dol.gov/fmla to learn more. If you believe your rights under the FMLA have been violated, you may file a complaint with WHD or file a private lawsuit against your employer in court. Scan the QR code to learn about our WHD complaint process.

DEPARTMENT OF LABOR

Where can I find more information?

FED

**UNITED STATES OF AMERICA** WAGE AND HOUR DIVISION UNITED STATES DEPARTMENT OF LABOR



**EMPLOYEE POLYGRAPH PROTECTION ACT** The Employee Polygraph Protection Act prohibits most private employers from using lie detector tests either for pre-employment screening or during the course of employment.

Employers are generally prohibited from requiring or requesting any employee or job applicant to take a lie detector test, and from discharging, disciplining, or discriminating against an employee or prospective employee for refusing to take a test or for exercising other rights under the Act.

the law does not apply to tests given by the Federal Government to certain private individuals engaged in national security-related The Act permits polygraph (a kind of lie detector) tests to be administered in the private sector, subject to restrictions, to certain prospective employees of security service firms (armored car, alarm,

and guard), and of pharmaceutical manufacturers, distributors and

resulted in economic loss to the employer. The law does not preempt any provision of any State or local law or any collective bargaining agreement which is more restrictive with respect to lie detector tests.

The Act also permits polygraph testing, subject to restrictions, of

certain employees of private firms who are reasonably suspected of

involvement in a workplace incident (theft, embezzlement, etc.) that

**EXAMINEE RIGHTS** Where polygraph tests are permitted, they are subject to numerous strict standards concerning the conduct and length of the test. Examinees have a number of specific rights, including the right to Federal, State and local governments are not affected by the law. Also, a written notice before testing, the right to refuse or discontinue a

> **ENFORCEMENT** The Secretary of Labor may bring court actions to restrain violations

and assess civil penalties against violators. Employees or job

test, and the right not to have test results disclosed to unauthorized

THE LAW REQUIRES EMPLOYERS TO DISPLAY THIS POSTER WHERE

**EMPLOYEES AND JOB APPLICANTS CAN READILY SEE IT.** 

WAGE AND HOUR DIVISION

www.dol.gov/agencies/whd

applicants may also bring their own court actions.



**REV. 02/2022** 

Workforce Development

# **Job Safety and Health**

IT'S THE LAW!

## **EMPLOYEES:**

UNITED STATES OF AMERICA

- You have the right to notify your employer or lowa OSHA about workplace hazards. You may ask Iowa OSHA to keep your name confidential.
- You have the right to request an OSHA inspection if you believe that there are unsafe and unhealthful conditions in your workplace. You or your representative may participate in that inspection. You can file a complaint with OSHA within 30 days of retaliation or discrimination by your
- employer for making safety and health complaints or for exercising your rights under the OSH You have a right to see OSHA citations issued to your employer. Your employer must post the
- citations at or near the place of the alleged violation for at least 3 working days. Your employer must correct workplace hazards by the date indicated on the citation and must
- certify that these hazards have been reduced or eliminated. You have the right to copies of your medical records or records of your exposure to toxic and

harmful substances or conditions.

Your employer must post this notice in your workplace. You must comply with all occupational safety and health standards issued under the OSH Act that apply to your own actions and conduct on the job.

## **EMPLOYERS:**

- You must furnish your employees a place of employment free from recognized hazards.
- You must comply with the occupational safety and health standards issued under the OSH Act. lowa OSHA Consultation can help you identify and correct hazards without citation or penalty.

To report a workplace fatality, hospitalization, amputation or the loss of an eye, visit www.iowaosha.gov or call 877-242-6742.

For assistance and information contact:

IOWA DIVISION OF LABOR SERVICES 150 Des Moines Street **DES MOINES, IOWA 50309-1836** PHONE: 515-242-5870 www.iowaosha.gov

## **Complaints About the Iowa OSHA Program** You may file a complaint about the lowa Division of Labor's operations or administration of the

2300 Main Street, Suite 1010

Kansas City, MO 64108-2447

816-283-8745

OSH Act by contacting: **OSHA REGIONAL OFFICE** 

Bod a. Boketa

**TWO** ways to verify poster compliance!

QR CODE Scan with phone camera:

To update your labor law posters contact J. J. Keller & Associates, Inc. JJKeller.com/laborlaw 800-327-6868



REV. 01/2022

70-8025

Go to: JJKeller.com/LLPverify ONLINE Enter this code: 69358-062023 JUN2023 FED-IA-ENG 65750F

# This poster is in compliance with federal and state posting requirements.

## or serious injury of any minor employee, and such assessments may be doubled when the violations are determined to be willful or repeated. The law also prohibits retaliating against or discharging workers who file a complaint or participate in any proceeding under the FLSA. **ADDITIONAL INFORMATION**

## Certain occupations and

establishments are exempt from the minimum wage, and/or overtime pay provisions. Certain narrow exemptions also apply to the pump at work requirements.

Special provisions apply to workers in

employee protections; employers

American Samoa, the Commonwealth of the Northern Mariana Islands, and the Commonwealth of Puerto Rico. Some state laws provide greater

must comply with both.

Some employers incorrectly classify workers as "independent contractors" when they are actually employees under the FLSA. It is important to know the difference between the two because employees (unless exempt) are entitled to the FLSA's minimum wage and overtime pay protections and correctly classified independent contractors are not.

OF AMERICA





**Enforcement** The Iowa Division of Labor may bring action against employers who violate the state's minimum wage

IOWA DIVISION OF LABOR

**What Does Equal Employment Opportunity Mean?** 

IA

which prohibits discrimination on the basis of race, color, religion, sex, or national origin; the Age Discrimination in Employment Act (ADEA), which protects persons age 40 or older; and the Americans with Disabilities Act (ADA).

### be entitled to partial benefits. Unemployment insurance benefits are made possible by taxes paid by this employer. No deductions are made from your paycheck for unemployment insurance.

still employed but working fewer hours than

Go to www.workforce.iowa.gov and click on the Apply for Unemployment Benefits link. You should file an initial claim the same week you are unemployed or working reduced hours. Your unemployment insurance claim DOES NOT begin on the date your job ended or your hours were reduced. Your claim is effective the Sunday of the week you apply.

If you do not have access to a computer, visit the

loss of all or part of the benefits you may be entitled

nearest **Iowa WORKS Center**. Delay in filing an unemployment insurance claim can result in the

For complete information about your

unemployment insurance rights and

nearest IowaWORKS Center.

responsibilities, review the Unemployment

Handbook at www.workforce.iowa.gov. To register for work and learn more about available work in

your area, go to www.iowaworks.gov or visit your

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**INFORMATION** 

### UNEMPLOYMENT INSURANCE If you become unemployed, you may be eligible for unemployment insurance benefits. If you are

Workforce Development

### Iowa WORKS Center Locations: your regular full-time work week and are earning less than your regular full-time wages, you may Fort Dodge Iowa City Cedar Rapids Council Bluffs The same week you become unemployed, you may file a new unemployment insurance claim online or in-person.

Dubuque

IowaWORKS Centers are located in 17 cities. For the location of the lowaWORKS Center nearest you, call: 866-239-0843 or visit www.workforce.iowa.gov.

# EASILY BE SEEN BY ALL EMPLOYEES.

hearing, use Relay 711. LAW REQUIRES DISPLAYING THIS POSTER WHERE IT CAN **REV. 10/2023** 

# Iowa WORKS

### Marshalltown Mason City Ottumwa Sioux City Davenport Decorah Spencer Des Moines

WORKFORCE Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to

# individuals with disabilities. For deaf and hard of 70-8010