



Seattle Office for Civil Rights

Patricia Lally, Director

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Administrative Rules proposed for City of Seattle Minimum Wage Ordinance

Office for Civil Rights invites public comments until March 6

The Seattle Office for Civil Rights (SOCR) has proposed Administrative Rules for the new Seattle Minimum Wage Ordinance (SMC 14.19). Members of the public have until Friday, March 6 to comment on the proposed rules. The full text of the rules is available at <http://www.seattle.gov/civilrights/minimumwage.htm>.

Please send comments to OCR_minwagequestions@seattle.gov or in writing to:
Seattle Office for Civil Rights
810 Third Ave., Suite 750
Seattle, WA 98104-1627
Attn: Minimum Wage Rule Comment

You can also comment by calling 206-684-4536.

To develop the proposed rules, SOCR held four meetings with a stakeholders group representing ethnic minority owned business, low wage workers, immigrant and refugee communities and labor and business representatives. SOCR also held three public meetings and smaller meetings with business, labor and community groups.

"I really appreciate the hard work of the Minimum Wage Stakeholders Group to develop draft rules for this groundbreaking new law," said Patricia Lally, director of the Seattle Office for Civil Rights, which is responsible for enforcing the ordinance. "They accomplished an incredible amount in a short time to give Seattle employers the tools they need to make our minimum wage a reality."

The draft rules clarify a number of issues raised by the Minimum Wage Ordinance, including:

- Definition of work-study participants, who are exempted by the ordinance;
- Description of the special certificate process for paying a subminimum wage for learners, apprentices, messengers and workers with a disability;

- Hourly rate of pay for minors;
- Hourly rate of pay for temporary employees working for staffing agencies and other employees working for joint employers;
- Hourly rate of pay for employees who perform two or more jobs for the same employer;
- Clarification of automatic service charges
- Clarification of payroll record requirements.

Seattle's Minimum Wage Ordinance is based on principles and requirements already established by Washington State's minimum wage law. After the Administrative Rules have been finalized, the Office for Civil Rights will release a comprehensive Frequently Asked Questions document that will answer employers' many questions about Seattle's ordinance. Topics will include who is covered; wage schedules for the next seven years; how tips and medical benefits will affect the minimum wage; notice and posting requirements; and how the City will enforce the new law. A preview of FAQ topics is posted on SOCR's Minimum Wage web site

SOCR also is drafting revisions to the department's Administrative Rules for Chapter 40, practices and procedures for enforcement of Seattle's discrimination and labor laws. The public will have an opportunity to comment on these revised rules later this spring.

On June 3, 2014, Seattle Mayor Ed Murray signed a new Minimum Wage Ordinance passed by Seattle City Council. Beginning April 1, 2015, the minimum wage in the City of Seattle will be \$11 an hour and will increase to \$15 an hour, phased in over time.

For more information about Seattle's Minimum Wage Ordinance, visit <http://www.seattle.gov/civilrights/minimumwage.htm> or call 206-684-4500.

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