THESE ORDINANCES COVER ALL EMPLOYEES WORKING INSIDE SEATTLE CITY LIMITS, REGARDLESS OF EMPLOYEES' IMMIGRATION STATUS OR LOCATION OF THEIR EMPLOYER. Employers must comply with these laws. Retaliation is illegal.

# **2023 Seattle Labor Standards Ordinances**

The mission of the Office of Labor Standards is to advance labor standards through thoughtful community and business engagement, strategic enforcement and innovative policy development, with a commitment to race and social justice.



This poster must be displayed in a noticeable area at the workplace, in English and the language(s) spoken by employees.

The Office of Labor Standards provides translations, interpretations, and accommodations for people with disabilities.

# **Minimum Wage**

### SETS MINIMUM WAGES FOR EMPLOYEES

# Large Employers

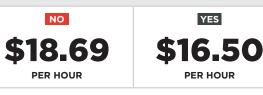
(501 OR MORE EMPLOYEES)

\$18,69 PER HOUR

# **Small Employers**

(500 OR FEWER EMPLOYEES)

Does the employer pay at least \$2.19 per hour toward the individual employee's medical benefits and/or does the employee earn at least \$2.19 per hour in tips?





total number of all employees worldwide. For franchises, count all employees in the franchise network.

## **Medical Benefits -**

**Small Employers** To pay the lower hourly rate, a small employer's payments must be for a silverlevel or higher medical benefits program as defined by the federal Affordable Care Act.

» A small employer cannot pay the lower rate if the employee declines or is not eligible for medical benefits.

# **Paid Sick & Safe Time**

### **REQUIRES PAID LEAVE FOR MEDICAL OR SAFETY ISSUES**

# **Employers must provide employees with paid**

leave to care for themselves or a family member. (Child, Parent, Spouse, Registered Domestic Partner, Grandparent, Grandchild, Sibling)

**Sick Time:** A physical or mental health condition, including a medical appointment

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Safe Time: Reasons related to domestic violence, sexual assault, stalking or public health issues\*

### **Paid Sick & Safe Time (PSST) Rates**

	TIER 1	TIER 2	TIER 3
Employer Size FULL-TIME EQUIVALENT EMPLOYEES (FTES) WORLDWIDE	Up to 49 FTEs	<b>50 - 249</b> FTEs	<b>250+</b> FTEs
Accrual of PSST PER HOURS WORKED	<b>1 hour</b> PER 40 HOURS	<b>1 hour</b> PER 40 HOURS	<b>1 hour</b> PER 30 HOURS
Carry over of unused PSST PER YEAR	40 hours	56 hours	72 hours**

Wage Theft

**PROVIDES PROTECTIONS AGAINST WAGE THEFT** 

**Employers must pay all compensation owed on** 

a regular pay day and give employees written

information about their job and pay.

• Employee's rate of pay, eligibility to earn overtime, pay basis

(hour, shift, day, week, commission), and regular pay day

• Itemized statement of pay information on pay days

Written information must include:

• Employer's name and contact information

• Explanation of employer's tip policy

**Examples of pay requirements:** 

\*SAFE TIME CAN ALSO BE USED TO CARE FOR A HOUSEHOLD MEMBER \*\*108 HOURS FOR TIER 3 EMPLOYERS WITH A PAID TIME OFF (PTO) POLICY

# **Fair Chance Employment**

### LIMITS USE OF CONVICTION AND ARREST RECORDS

### **Prohibited:**

- Job ads that exclude applicants with conviction or arrest records
- Job applications with questions about conviction or arrest records, unless the employer has already screened the applicant for minimum qualifications
- Job denial (or other adverse employment actions) based solely on an arrest record

Some exceptions apply, including jobs with unsupervised access to

**Employers are required to:** Delay criminal background checks until after screening applicants for minimum qualifications

Follow procedures before taking an adverse action based solely on a criminal background check:

» Provide an opportunity to explain or correct criminal background check information

» Hold the position open for at

least two business days

» Have a legitimate business

- Pay minimum wage
  - Pay overtime
- Pay service charges (unless listed on receipt or menu as not payable to the employee(s) serving the

children under 16, people with developmental disabilities, or vulnerable adults.

reason that employing the person will harm the business or impact the employee's ability to perform the job

- Pay for rest breaks
- Pay amount promised
- Pay for work off the clock
- Pay tips
- customer)
- Reimburse employer expenses
- No misclassification of employees

# **Commuter Benefits**

Employers with 20 or more employees must offer employees, who work an average of ten hours or more per week, the ability to deduct transit or vanpool expenses from an employee's taxable wages up to the maximum level allowed by federal tax law. To meet this requirement, employers may instead provide a transit pass that is fully or partially subsidized. Employers must offer this benefit within 60 calendar days of the employee's start date.





### **Employees**

File a complaint with OLS or file a lawsuit in court

### **Employers**

**Obtain compliance assistance** and/or receive training

# 206-256-5297

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# COTY OF SEATLE LABOR STANDARDS WORKPLACE POSTER

# ATTENTION: IMPORTANT INFORMATION ENCLOSED

This 2023 City of Seattle Office of Labor Standards workplace poster must be displayed in a noticeable area at the workplace in English and the language(s) spoken by employees.



