

# Safety and Health on the Job



Kentucky Revised Statute (KRS) Chapter 338 establishes a program for protecting occupational safety and health. This notice details the safety and health protections for public and private sector employees working in the Commonwealth of Kentucky and must be prominently displayed in the

Employer Responsibilities: Employers shall furnish employment and places of employment which are free from recognized hazards that are causing, or are likely to cause, death or serious physical harm to employees; and comply with the occupational safety and health regulations, standards, and rules issued pursuant to KRS 338. Employers must provide information and training on hazards in the workplace including all hazardous substances. Required training must be provided to all employees in a language and vocabulary they understand. It is illegal to retaliate against an employee for exercising any of their rights under the law, including raising a safety and health concern or reporting a work-related injury or illness.

Employee Responsibilities: Employees shall comply with the occupational safety and health regulations, standards, and rules issued pursuant to KRS

Records: Employees may request from their employer copies of their medical records, tests that measure hazards in the workplace, as well as the injury

Standards: Kentucky's occupational safety and health standards are adopted by the Kentucky Occupational Safety and Health Standards Board. The Board consists of 13 members, comprised of the Secretary of Labor who serves as Chair, and 12 other members equally representing agriculture industry, labor, and the safety and health profession. The Board meets annually and additionally as needed. All meetings are open to the public.

Inspections: The Division of Occupational Safety and Health Compliance conducts workplace inspections to determine the cause or prevent the occurrence of occupational injuries and illnesses. During an inspection a representative of the employer and a representative authorized by the employees are given an opportunity to accompany the Compliance Officer for the purpose of aiding the inspection. Where there is no authorized employee esentative, the Compliance Officer must consult with a reasonable number of employees regarding safety and health at the workplace

Complaints: Employees or their authorized representative have the right to file a complaint with the Division of Occupational Safety and Health Compliance requesting an inspection if they believe a hazardous condition(s) exists in their workplace. The name of the complainant will be kept

tion Protections: Employees are protected against discharge and other discriminatory actions for having filed complaints and exercising any other right provided by the occupational safety and health laws. Employees who feel they have been so discriminated against may file a complaint with the Kentucky Labor Cabinet within 120 days of the alleged discrimination. Private sector employees also have the ontion of filing discrimination mplaints with the U.S. Department of Labor within 30 days of the alleged discrimination. Complaint forms are available at <a href="https://www.labor.ky.gov">www.labor.ky.gov</a>.

Citations: A citation(s) alleging violation of a Kentucky occupational safety and health law(s) or regulation(s) may be issued to an employer following an Chatonis. A chanon(s) alreging violation of a Remucky occupational safety and nearth range) of regulation(s) may be issued to a fire improved in inspection. The citation(s) is provided to the employer and specifies an abatement date by which the alleged violation must be corrected. To inform employees, the employer must post each citation at or near the location of the alleged violation for three (3) days or until the violation is corrected,

Proposed Penalties: An employer may be assessed a penalty up to \$7,000 for each serious violation and up to \$7,000 for each other-than-serious violation. Failure to correct a violation within the specified time period may result in penalties up to \$7,000 per day. An employer who commits a willful or repeat violation(s) may be assessed a penalty up to \$70,000 for each violation and not less than \$5,000 for each willful violation.

Contesting Procedures: An employer who has been cited may contest the action before the Kentucky Occupational Safety and Health Review Commission. Equally, any employee or employee representative of an employer who has been cited may also contest the action. Any party wishing to contest a citation(s) must notify the Division of Occupational Safety and Health Compliance in writing of its intent to do so. Notices of contest must be postmarked within 15 working days of receipt by the employer of the citation(s). Notices of contest will be transmitted to the Review Commission in

Recordkeeping: Employers are required to maintain records of occupational fatalities, injuries, and illnesses experienced by their employees. Records must be kept using OSHA 300, 300-A, 301, or equivalent forms. Unless requested to do so by the U.S. Bureau of Labor Statistics, employers with 10 or fewer employees, or whose establishment(s) fall within an exempted North American Industry Classification System code are exempt from

Reporting: Employers must report to the Division of Occupational Safety and Health Compliance the work-related death of an employee, including death resulting from a heart attack, within 8 hours from when the incident is reported to the employer, the employer's agent, or another employee. Work-related incidents resulting in the loss of an eye, an amputation, or the in-patient hospitalization of an employee, including hospitalization resulting from a heart attack, must be reported to the Division of Occupational Safety and Health Compliance within 72 hours from when the incident is reported to the employer, the employer's agent, or another employee. Mechanical power press point-of-operation injuries must be reported to the Division of Occupational Safety and Health Compliance within 30 days of the occurrence. Employees have a right to report a safety and health concern or report a work-related injury or illness without being retaliated against.

Education and Training Services: The Division of Occupational Safety and Health Education and Training assists employers who are interested in preventing workplace injuries and illnesses by developing and improving their workplace safety management programs. All assistance, such as on-site audits, consultation, and training, is provided cost-free upon request.

Kentucky provides occupational safety and health protections under a plan approved in 1973 by the U.S. Department of Labor. Questions and concerns regarding Kentucky's program may be addressed to the Kentucky Labor Cabinet, Office of Federal-State Coordinator. The U.S. Department of Labor monitors Kentucky's program. Any person who has a complaint regarding the administration of the Kentucky program may contact the U.S. Department of Labor, OSHA, Atlanta Federal Center, 61 Forsyth Street SW, Atlanta, Georgia, 30303; (678) 237-0400.

Kentucky Labor Cabinet Mayo-Underwood Building, 3rd Floor 500 Mero Street Frankfort, KY 40601 www.labor.ky.gov



No individual in the United States shall, on the grounds of race, color, religion, sex, national origin, age, disability, political affiliation or belief, be excluded from participation in, or denied the benefits of, or be subjected to discrimination under any program or activity under the jurisdiction of the

Paid with Federal and State Funds

#### COMMONWEALTH OF KENTUCKY WORKERS' COMPENSATION NOTICE

**WORKERS' COMPENSATION** 

Employees of this business are covered by the Kentucky Workers' Compensation Act (KRS Chapter 342). Conspicuous posting of this Notice is required by law.

Address: Workers Compensation Carrier (or third party administrator): Policy #: . effective Address: Telephone . Contact Person

EMPLOYEES: IF INJURED - NOTIFY your supervisor IMMEDIATELY; when possible Notice should be in writing. FAILURE to notify your supervisor could result in denial of benefits. OBTAIN MEDICAL CARE. Your employer must pay for ALL NECESSARY MEDICAL CARE to treat a workplace injury. The employee may select the physician or medical facility to render care. If the employer is enrolled in an approved Managed Care Plan employee selection of physicians is LIMITED to the Approved Provider Network, except in certain emergencies. FOR INJURIES REQUIRING CONTINUING CARE the EMPLOYEE MUST DESIGNATE A TREATING PHYSICIAN, a form to do so will be furnished by your employer or its insurance carrier.

This employer IS  $\hfill\square$  IS NOT  $\hfill\square$  participating in a Managed Care Plan for medical care. The name of the Managed Care Plan is \_ \_\_\_, its representative is \_, phone number <sub>.</sub>

DISABILITY BENEFITS to replace wages lost due to a workplace injury are payable under the Workers Compensation Act after seven (7) day of disability. A CLAIM MUST BE filed with the Department of Workers' Claim WITHIN TWO YEARS of the date of injury, or last payment of temporary total disability benefits.

NEED ASSISTANCE? Contact your employer's claim representative. If your questions about workers' compensation rights are not promptly answered call THE KENTUCKY DEPARTMENT OF WORKERS CLAIMS at 1-800-554-8601 to speak to an Ombudsman or Workers' Compensation Specialist.

EMPLOYER SUPERVISORS - NOTIFY MANAGEMENT IMMEDIATELY OF ALL INJURIES SO THAT TIMELY REPORT CAN BE MADE AS REQUIRED BY LAW.

**UNEMPLOYMENT INSURANCE** 

INFORMATION ABOUT UNEMPLOYMENT

INSURANCE BENEFITS

EMPLOYERS ARE SUBJECT TO KENTUCKY

UNEMPLOYMENT INSURANCE LAW

YOU MAY BE ELIGIBLE FOR UNEMPLOYMENT BENEFITS IF YOU

LOSE YOUR JOB, ARE LAID OFF OR YOUR HOURS ARE REDUCED.

You must also meet monetary eligibility requirements based on your earnings in the "base period," the first four of

into thisse and these intorteany engineincy religionements double only our dain. These earnings in the base period, when set our on the five completed calendar quarters preceding your dain. These earnings also determine the amount of benefits you may be entitled to draw. Generally, if you have worked for more than a year and earned at least \$1500 during your base period, you may meet the monetary requirements for a claim.

IF YOU LOSE YOUR JOB OR ARE LAID OFF:

File your claim within the first week after you become unemployed at https://uiclaimsportal.ky.gov, or by telephone at 502-875-0442 Monday through Friday, 7:30am-5:30pm ET (this is not a toll-free number).
 After filing your claim, file continuing claims bi-weekly while you are unemployed, through the web site or by toll-free telephone at 877-369-5984 or 877-3MY-KYUI

IF YOUR HOURS ARE REDUCED

You may be eligible for partial benefits if you are still employed by your regular employer but are working less than your normal full-time hours **due to lack of available work.** Benefits are not paid in the case of reducti on in

WORKERS' COMPENSATION RECIPIENTS

If you missed at least seven weeks of earnings due to injury in any quarter during your base period, and were eligible for Workers' Compensation (whether or not you drew it), you may be able to use wages earned <u>before</u> your injury to qualify for unemployment benefits. To qualify, you must file your claim within the first four weeks that you are unemployed following the period covered by Workers' Compensation. Contact your nearest Unemployment Insurance

CONTRIBUTIONS TO THE UNEMPLOYMENT BENEFIT FUND ARE **PAID BY EMPLOYERS. NO DEDUCTIONS** ARE MADE FROM EMPLOYEE WAGES FOR THAT PURPOSE!

If you make a false statement in claiming benefits, you can be disqualified for up to 52 weeks. You could face other penalties as well including felony charges, fines and possible imprisonment. Also, all benefits fraudulently received must be repaid to the Division of Unemployment Insurance.

Interest will accrue and there may be a lien filing fee as well as a lien release fee.

Be able and available to work and making a reasonable effort to obtain new work; and

Be unemployed through no fault of your own:

hours due to total disability, vacation or personal reasons.

Register for work when you file your claim.

### WAGE DISCRIMINATION **BECAUSE OF SEX**



DEFINITIONS

EMPLOYEE

person who has two or more employees w f twenty or more calendar weeks in the alendar year and an agent of such a person.

PROHIBITION OF THE PAYMENT OF WAGES BASED ON SEX:

BASED ON SEX:

The employer is prohibited from discriminating between employees of opposite sexes in the same establishment by paying different vage rates for comparable work on jobs which have comparable orquirements. This prohibition covers any employee in any coupation in Kentucky. Any employer in violation shall not reduce be wages of any employee in order to comply with KRS 337.420 – 37.433.

51.4.3.5. o employer can discharge or discriminate against any employee r the reason that the employee sought to invoke or assist in the forcement of KRS 337.423.

EXEMPTIONS FROM COVERAGE: A differential paid through an established seniority system or merit nerease system is permitted by KRS 337.423 if it does not discriminate on the basis of sex.

criminate on the basis of sex.

It be ployers subject to the Fair Labor Standards Act of 1938, as ended, are excluded "when that act imposes comparable stater requirements than contained" in KRS 337.420 – 337.433. wevere, to be excluded, the employer must file with the ministoner of the Kentucky Office of Workplace Standards a tenment that he is covered by the Fair Labor Standards Act of 188 securements.

ENFORCEMENT OF LAW AND POWER TO

he Commissioner or his authorized agent has the power to enter epresentative may examine witnessess under oath, and require by subpoena the attendance and testimony of witnesses and the roduction of any documentary evidence relating to the subject natter of any investigation undertaken pursuant to KRS 337.425. If person fails to obey a subpoena, the Circuit Court of the Judicial Sistrict wherein the hearing is being held may issue an order equiring the subpoena to be obeyed. Pailure to bey the court order any be punished as contempt of that court. COLLECTION OF UNPAID WAGES

Any employer who discriminates based on sex is liable to the employee affected in the amount of the unpaid wage. If the employees affected in the amount of the unpaid wage If the employer is in willful violation, he is liable for an addition equal amount as liquidated damages. The court may order oth appropriate action, including reinstatement of employees discharge in violation of KRS 337.420 – 337.433.

STATUTE OF LIMITATIONS

POSTING OF LAW

PENALTIES:

Any person who discharges or in any other manner discriminat against an employee because such employee has:
(a) made any complaint to his employee, the Commissioner or an other person, or
(b) instituted or caused to be instituted any proceeding under or related to KRS 337.420 – 337.433, or
(c) testiffed or is about to testify ann syach proceedings, shall b assessed a civil penalty of not less than \$100 nor more than \$1.000.

FOR FURTHER INFORMATION CONTACT:

"No individual in the United States shall, on the grounds of rac color, religion, sex, national origin, age, disability, politic affiliation or belief, be excluded from participation in, or denied the benefits of, or be subjected to discrimination under any progra or activity under the jurisdiction of the Kentucky Labor Cabinet."





# **KENTUCKY LAW REQUIRES**

# EQUAL EMPLOYMENT OPPORTUNITY

- ADVERTISING
- HIRING PLACEMENT
- PROMOTION TRANSFER
- PHYSICAL FACILITIES
- ANYOTHER TERMS, CONDITIONS OR PRIVILEGES

EMPLOYMENT DISCRIMINATION BASED ON:
• DISABILITY

THE KENTUCKY CIVIL RIGHTS ACT PROHIBITS

• NATIONAL ORIGIN • AGE (40 YEARS OLD AND

THE KENTUCKY CIVIL RIGHTS ACT PROHIBITS EMPLOYMENT DISCRIMINATION BY: EMPLOYERS

LABOR ORGANIZATIONS

LICENSING AGENCIES

Kentucky Pregnant Workers Act, (eff. 6/27/2019)

In addition, under the KPWA it is unlawful for an employer to fail to make reasonable accommodations for any employee with limitations related to pregnancy, childbirth, or a related medical conditions who requests an accommodation, including but not limited to: (1) the need for more frequent or longer breaks; (2) time off to recover from childbirth; (3) acquisition or modification of equipment; (4) appropriate seating; (5) temporary transfer to a less strenous or less hazardous position; (6) jol restructuring; (7) light duty; modified work

FOR HELP WITH DISCRIMINATION, CONTACT THE KENTUCKY COMMISSION ON HUMAN RIGHTS

332 W. BROADWAY, SUITE 1400, LOUISVILLE, KENTUCKY 40202. PHONE: 502.595.4024
TOLL-FREE: 800.292.5566. FAX: 502.595.4801
E-MAIL: KCHR.MAIL@KY.GOV WEBSITE: KCHR.KY.GOV

#### CHILD LABOR

### KENTUCKY CHILD LABOR LAWS



HOURS OF WORK PERMITTED FOR MINORS 14 TO 18 YEARS OF AGE					
	AGE	MAY NOT WORK BEFORE	MAY NOT WORK AFTER	MAXIMUM HOURS WHEN SCHOOL IS IN SESSION 1	MAXIMUM HOURS WHEN SCHOOL IS NOT IN SESSION
	14 & 15 years	7:00 A.M.	7:00 P.M. (9:00 P.M. June 1 through Labor Day)	Three (3) hours per day on school day Eight (8) hours per day on non-school day Eighteen (18) hours per week	Eight (8) hours per day Forty (40) hours per week
	16 & 17 years	6:00 A.M.	10:30 P.M. preceding school day/1:00 A.M. preceding non-school day	Six (6) hours per day on school day Eight (8) hours per day on non-school day Thirty (30) hours per week	NO RESTRICTIONS
	16 & 17 years with Parental Permission <sup>2</sup>	6:00 A.M.	11:00 P.M. preceding school day/1:00 A.M. preceding non-school day	Six and one-half (6.5) hours per day on school day Eight (8) hours per day on non-school day Thirty-two and one-half (32.5) or forty (40) hours per week <sup>3</sup>	NO RESTRICTIONS

"School in session" means the time established by local school district authorities, pursuant to KRS 160.290.

Parental or guardian permission must be in writing and shall remain at the employer's place of business.

A minor may work up to thirty-two and one-half (32.5) hours in any one (1) workweek if a parent or legal guardian gives permission in writing. A may work up to forty (40) hours in any one (1) work week if a parent or legal guardian gives permission in writing and the principal or head of the school impairs and the principal or head of the school and the standard at least a 2.0 grade point average in the most recent grading period. School certification is so levely a school and the permission and school certification shall remain at the employer's period to the principal or the permission and school certification shall remain at the employer's period to the permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school certification shall remain at the employer's permission and school at the employer's permission and school at the

Lunch Break. Minors under 18 years of age shall not be permitted to work more than five (5) hours continuously without an interval of at least thirty (30 minutes for a lunch period. The beginning and ending of the lunch period shall be documented by the employer.

#### OCCUPATIONS PROHIBITED FOR MINORS UNDER 18 YEARS OF AGE4

- · Logging or Sawmill Operations. Operation of Power-Driven Woodworking machines.
- Operation of Power-Driven Metal Forming, punching, and shearing machines.
   Excavating Operations.

- Mining, other than coal mining.
   Operating power-driven meat processing equipment, including measticers and other food slicers, in retail establishments (such as grocery stores, restaurants, kitchens and Delis), wholesale establishments, and most occupations in meat slaughtering, packing, processing, or rendering.

inors fourteen (14) but not yet sixteen (16) years of age may NOT be employed in: manufacturing, mining, or processing occupation by the performance of any duties in workrooms or workplaces where goods are manufactured, mined, or otherwise processed operation or tending of hoisting apparatus or any power-driven machinery other than office machines; operation of motor vehicles; public messenger service; occupations in connection with: (1) transportation of persons or property by rail, highway.

m., c) warehousing and storage, (3) communications and public utilities, or (4) construction (including demolition and repair.



POST THIS ORDER WHERE ALL EMPLOYEES MAY READ UPDATED FEBRUARY 2020

# MINIMUM WAGE

Kentucky

# **KENTUCKY WAGE AND**



MINIMUM WAGE1 = \$7.25 per hor

**HOUR LAWS** 

c) when a deduction is expressly authorized in writing by the employee for other deductions not amounting to a rebate or deduction from the standard wage arrived at by collective bargaining or pursuant to wage agreement or statute; or d). Deductions for union dues where such deductions are authorized by joint wage agreements or collective bargaining contracts negotiated between employers and employees or their

OVERTIME

UNLAWFUL FOR EMPLOYER TO WITHHOLD WAGES shall withhold from any employee's wages any part of the No employer shall deduct the following

a) Losses due to acceptance oy an employee or neess whien are subsequently dishonored if such employee is given discretion to accept or reject any check; or
c) Losses due to defective or faulty workmanship, lost or stolen property, damage to property, default of customer credit or nonpayment for goods or services received by the customer if such losses are not attributable to employee's willful or intentional discognored for amplicative intent

#### TIME AND ONE HALF FOR WORK DONE ON SEVENTH

TIPPED EMPLOYEES Any employee engaged in an occupation in which more than \$30 dollars per month is customarily and regularly received in tips, the employer may pay minimum of \$2.13 per hour if the employer records can establish for each week where credit is taken, when adding the tips received to wages paid, not less than the minimum wage is received by the employer. No employer shall:

• Use all or part of any tips or gratuities received by employees toward the payment of the minimum wage.

Require an employee to participate in a tip pool whereby the employee is required to remit to the pool any gratuity, or any portic distribution among employees of the employer. Employees may voluntarily enter into an agreement to divide gratuities among the employer may inform the employees of the existence of a voluntary pool and the customary tipping arrangements of the empeatablishment. Upon petition by the participants in the voluntary pool, and at the employer's own option and expense, an employer custodial services for the safekeeping of funds placed in the pool if the account is properly identified and segregated from the or records and open to examination by pool participants

Certain exemptions from minimum wage and overtime apply. For questions, please call (502)564-3534.

REST PERIODS: No employer shall require any employee to work without a rest period of at least ten (10) minutes during each four (4) hours worked. This shall be in addition to the regularly scheduled lunch period. No reduction in compensation shall be made for hourly

addle of the employee's Scheduled work shift as possion. In the shall an employee be required to take a lunch period sooner than three i) hours after the work shift commences, nor more than five (5) hours om the time the work shift commences. This section shall not be

## RECORD RETENTION: ONE (1) YEAR AFTER ENTRY Every employer subject to the provisions of the Kentucky Minimus Wage Law shall make and preserve records containing the followin

### POST THIS ORDER WHERE ALL EMPLOYEES MAY READ



UPDATED FEBRUARY 2020

PAID FOR WITH STATE FUNDS