



## 2021 POSTING REQUIREMENTS

MICHIGAN

## MINIMUM WAGE AND OVERTIME

## MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

Wage and Hour Division  
P.O. BOX 30476 • LANSING, MICHIGAN 48909-7976REQUIRED POSTER  
GENERAL REQUIREMENTS

## Coverage

The Improved Workforce Opportunity Wage Act (IOWA), Public Act 337 of 2018, as amended, covers employers who employ 2 or more employees 16 years of age and older.

## Minimum Hourly Wage Rate

Employees must be paid at least:

Effective Date	Minimum Hourly Wage Rate	Tipped Employee Minimum Hourly Rate	85% Hourly Rate**
January 1, 2021*	\$9.87	\$3.75	\$8.39

\*If once the Bureau of Labor releases final unemployment numbers of 2020 and numbers do not fall below 8.5%, then rates will remain as the following listed: (1) Minimum Hourly Wage Rate at \$9.65, (2) Tipped Employee Minimum Hourly Rate at \$3.67, and (3) 85% Hourly Rate for minors at \$8.20.

\*\*Minors 16-17 years of age may be paid 85% of the minimum hourly wage rate.

An increase in the minimum hourly wage rate as prescribed in subsection (1) does not take effect if the unemployment rate for this state, as determined by the Bureau of Labor Statistics, United States Department of Labor, is 8.5% or greater for the calendar year preceding the calendar year of the prescribed increase. An increase in the minimum hourly wage rate as prescribed in subsection (1) that does not take effect pursuant to this subsection takes effect in the first calendar year following a calendar year for which the unemployment rate for this state, as determined by the Bureau of Labor Statistics, United States Department of Labor, is less than 8.5%.

## Training Wage

A training wage of \$4.25 per hour may be paid to employees 16 to 19 years of age for the first 90 days of employment.

## Overtime

Employees covered by the IOWA must be paid 1-1/2 times their regular rate of pay for hours worked over 40 in a 7-day workweek. The following are exempt from overtime requirements: employees exempt from the minimum wage provisions of the Fair Labor Standards Act of 1938, 29 USC 201 to 219 (except certain domestic service employees), professional, administrative, or executive employees; elected officials and political appointees; employees of amusement and recreational establishments operating less than 7 months of the year; agricultural employees, and any employee not subject to the minimum wage provisions of the act.

## Compensatory Time

If an employer meets certain conditions, employees may agree to receive compensatory time of 1-1/2 hours for each hour of overtime worked. The agreement must be voluntary, in writing, and obtained before the compensatory time is earned. All compensatory time earned must be paid to an employee. Accrued compensatory time may not exceed 240 hours. Employers must keep a record of compensatory time earned and paid. Contact the Wage and Hour Division for information on the conditions an employer must meet in order to offer compensatory time off in lieu of overtime compensation.

## Equal Pay

An employer shall not discriminate on the basis of sex by paying employees a rate which is less than the rate paid to employees of the opposite sex for equal work on jobs requiring equal skill, effort, and responsibility performed under similar working conditions - except where payment is pursuant to a seniority system, merit system or system measuring earnings on the basis of quantity or quality of production or a differential other than sex.

## Enforcement

An employee may either file civil action for recovery of unpaid minimum wages or overtime, or they may file a complaint with the Department of Licensing and Regulatory Affairs. The department may investigate a complaint and file civil action to collect unpaid wages or overtime due the employee and all employees of an establishment. Recovery under this act can include unpaid minimum wages or overtime, plus an equal additional amount as liquidated damages, costs, and reasonable attorney fees. A civil fine of \$1,000 can be assessed to an employer who does not pay minimum wage or overtime.

LARA is an equal opportunity employer/program.  
Auxiliary aids, services and other reasonable accommodations are available upon request, to individuals with disabilities.  
[www.michigan.gov/wagehour](http://www.michigan.gov/wagehour)  
Toll Free 1-855-4-MI-WAGE (1-855-464-9243)  
WHD 9904

## This Workplace Covered by the Michigan Right To Know Law

Employers must make available for employees in a readily accessible manner, Safety Data Sheets (SDS) for those hazardous chemicals in their workplace.

Employees cannot be discharged or discriminated against for exercising their rights including the request for information on hazardous chemicals.

Employees must be notified and given direction (by employer posting) for locating Safety Data Sheets and the receipt of new or revised SDS(S).

\* When the employer has not provided a SDS, employees may request assistance in obtaining SDSs from the:

Michigan Department of Licensing and Regulatory Affairs  
Michigan Occupational Safety & Health Administration  
General Industry Safety & Health Division  
(517) 284-7720  
Construction Safety & Health Division & Asbestos Licensing  
(517) 284-7680  
[www.michigan.gov/miosha](http://www.michigan.gov/miosha)

**LARA**  
LICENSING AND REGULATORY AFFAIRS  
CUSTOMER DRIVEN. BUSINESS MINDED.

SDS(s) For This Workplace Are Located At

Location(s)

Location(s)

Person(s) responsible for SDS(s)

Phone

LARA is an equal opportunity employer/program.

## EMPLOYEES — KNOW YOUR RIGHTS!

- Remember - It is important to report your injury to your employer.

To be completed by the employer:

Employer Name \_\_\_\_\_

Employer Contact Person and Telephone Number \_\_\_\_\_

Workers' Compensation Insurance Carrier Name \_\_\_\_\_

If you have questions, please call the State of Michigan Workers' Compensation Agency  
Toll-free 1-888-396-5041Additional information is on the agency's website at [www.michigan.gov/wca](http://www.michigan.gov/wca).

EMPLOYER: PLEASE POST THIS NOTICE FOR YOUR EMPLOYEES TO SEE!

## MICHIGAN SAFETY &amp; HEALTH PROTECTION ON THE JOB

THE MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ACT, 1974 P.A. 154, AS AMENDED, REQUIRES POSTING OF THIS DOCUMENT IN A CENTRAL AND CONSPICUOUS LOCATION. FAILURE TO DO SO MAY RESULT IN A PENALTY.

The Michigan Occupational Safety and Health Act (MOSHA Act), Act No. 154 of the Public Acts of 1974, as amended, provides job safety and health protection for Michigan employees through the maintenance of safe and healthful working conditions. Under the MOSHA Act and a state plan approved in September 1973 by the U.S. Department of Labor, the Michigan Department of Licensing and Regulatory Affairs is responsible for administering the Act. Department representatives conduct job site inspections and investigations to ensure compliance with the Act and with safety and health standards.

The contents of this poster describe many important provisions of the Act. These provisions apply equally to employers and employees in either private industry or the public sector.

## EMPLOYER REQUIREMENTS:

MOSHA requires that each employer:

1. Furnish to each employee employment and a place of employment which is free from recognized hazards that are causing or are likely to cause death or serious physical harm to the employee.
2. Comply with promulgated rules and standards and with orders issued pursuant to the Act.
3. Post this and other notices and use other appropriate measures to keep his or her employees informed of their protection and obligations under the Act, including the provisions of applicable rules and standards.
11. To promptly notify an employee who is or is being exposed to toxic materials or harmful physical agents in concentrations or at levels which exceed those prescribed by a MOSHA standard.
12. Make available to employees, for inspection and copying, all medical records and health data in the employer's possession pertaining to that employee.
7. Afford an employee an opportunity with or without compensation to attend all meetings between the Department of Licensing and Regulatory Affairs

and the employer relative to any appeal of a citation by the employer.

8. Give the representative of employees the opportunity to accompany the department during the inspection or investigation of a place of employment and to prohibit the suffering of any loss of wages or fringe benefits or discriminate against the representative of employees for time spent participating in the inspection, investigation, or opening and closing conferences.
9. Provide personal protective equipment, at the employee's expense, when it is specifically required by a MOSHA standard.
10. Not permit an employee, other than an employee whose presence is necessary to avoid, correct or remove an imminent danger, to operate equipment or engage in a process which has been tagged by the Department and which is the subject of an order issued by the Department identifying that an imminent danger exists.

13. To promptly notify an employee who is or is being exposed to toxic materials or harmful physical agents in concentrations or at levels which exceed those prescribed by a MOSHA standard.
14. Comply with promulgated rules and standards and with orders issued pursuant to the Act.
15. Notify the Michigan Department of Licensing and Regulatory Affairs within 24 hours of any work-related inpatient hospitalizations, amputations and losses of an eye. Notification may be accomplished by calling 1-800-858-0397.
16. Notify the Michigan Department of Licensing and Regulatory Affairs within 8 hours of any work-related fatality. Notification may be accomplished by calling 1-800-858-0397.
17. Make available to employees, for inspection and copying, all medical records and health data in the employer's possession pertaining to that employee.
18. Afford an employee an opportunity with or without compensation to attend all meetings between the Department of Licensing and Regulatory Affairs

## EMPLOYEE REQUIREMENTS:

MOSHA requires that each employee:

1. Comply with promulgated rules and standards and with orders issued pursuant to the Act.
2. Not remove, displace, destroy, or carry off a safeguard furnished or provided for use in a place of employment, or interfere in any way with the use thereof by any other person.

## INSPECTIONS/INVESTIGATIONS:

Inspections and investigations are conducted by trained personnel. The Act requires that an employer representative and a representative of employees be given an opportunity to accompany the department representative for the purpose of aiding in the inspection or investigation.

If a representative of employees does not participate, the department representative will consult with a number of employees concerning matters of safety or health in the place of employment.

## COMPLAINTS:

The Act provides that employees may not be discharged or in any manner discriminated against for filing a complaint or exercising any of their rights under the Act. An employee who believes he or she has been discriminated against may file a complaint with the Michigan Department of Licensing and Regulatory Affairs within 30 days of the alleged violation.

The Act provides that employees may not be discharged or in any manner discriminated against for filing a complaint or exercising any of their rights under the Act. An employee who believes he or she has been discriminated against may file a complaint with the Michigan Department of Licensing and Regulatory Affairs within 30 days of the alleged violation.

The U.S. Department of Labor is monitoring the operation of the Michigan Occupational Safety and Health Administration (MOSHA) to assure the effective administration of the state act. Any person may file a written complaint regarding the state administration of the state act directly to the Regional Office of OSHA, 230 South Dearborn, Chicago, Illinois 60604.

## CITATIONS:

If upon inspection or investigation the Department of Licensing and Regulatory Affairs believes that a requirement of the Act has been violated, a citation alleging such violation and setting a time period for correction will be issued to the employer. The citation must be prominently posted at or near the place of the alleged violation for three days or until the violation is corrected, whichever is later.

The Act provides for first instance penalties of up to \$7,000 for a violation. Penalties of up to \$7,000 per day may be assessed for failure to correct a violation within a proposed abatement period. An employer who willfully or repeatedly violates the Act may be assessed penalties of up to \$70,000 for each such violation. Employers may appeal the alleged citation, the proposed penalties or the abatement periods to

the Department and to the Board of Health and Safety Compliance and Appeals. Employers may appeal the abatement period in a similar manner. Employees also may appeal to the Board of Health and Safety Compliance and Appeals any decision issued by the Department in response to an employer appeal.

Criminal penalties also are provided for in the Act. A person who knowingly makes a false statement or report pursuant to the Act upon conviction is punishable by a fine of up to \$10,000 or may be imprisoned for not more than 6 months or both. Any willful violation resulting in death of an employee, upon conviction, is punishable by a fine of up to \$10,000 or by imprisonment for not more than one year or both. A second conviction doubles the maximum monetary penalty and is punishable by imprisonment for up to three years.

## VOLUNTARY ACTIVITY AND COMPLIANCE ASSISTANCE:

The act encourages employers and employees to reduce workplace hazards voluntarily.

The Michigan Department of Licensing and Regulatory Affairs offers limited on-site consultation assistance to employers to assist them in achieving compliance with occupational safety and health standards. Training specialists are available and can give advice on the correction of hazardous conditions and on the development of health and safety systems. Department staff are available to conduct seminars and training relative to occupational safety and health for both employer and employee groups. Requests for service should be addressed to the department at the address shown below.

The U.S. Department of Labor will continue to enforce federal standards governing maritime operations of long shoring, shipbuilding, ship breaking and ship repairing. These issues are not covered by the Michigan Plan for Occupational Safety and Health.

**MORE INFORMATION:**  
Department of Licensing and Regulatory Affairs  
Michigan Occupational Safety & Health Administration  
525 W. Allegan Street, Box 30643  
Lansing, Michigan 48909-8143  
[www.michigan.gov/mosha](http://www.michigan.gov/mosha)

## THIS IS AN IMPORTANT DOCUMENT - DO NOT COVER!

MOSHA Complaint Hotline ..... 1-800-866-4674

Fatality Hotline ..... 1-800-858-0397

MOSHA Injuries/Illnesses Reporting ..... 1-844-464-5742

Consultation and Training Assistance ..... 1-517-284-7720

The Department of Licensing and Regulatory Affairs will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your need known to this agency.

As Required by the Michigan Right To Know Law

TO BE POSTED THROUGHOUT THE WORKPLACE NEXT TO THE SAFETY DATA SHEETS (SDS) LOCATION POSTERS

New or Revised \_\_\_\_\_

Receipt Date \_\_\_\_\_

Posting Date \_\_\_\_\_

Location of New or Revised SDSs \_\_\_\_\_

**LARA**  
LICENSING AND REGULATORY AFFAIRS  
CUSTOMER DRIVEN. BUSINESS MINDED.

Michigan Department of Licensing and Regulatory Affairs  
Michigan Occupational Safety & Health Administration  
Consultation Education & Training Division  
(517) 284-7720

LARA is an equal opportunity employer/program.

**MIOSHA**  
Michigan Occupational Safety & Health Administration

For further information, visit our website at  
[www.michigan.gov/miosha](http://www.michigan.gov/miosha)