

MEMORANDUM

TO: The Mandatory Poster Agency

FROM: Rhonda R. Ames

DATE: May 20, 2009

RE: Maine

**Changes are highlighted
in yellow**

**Please check off
the box as completed**

I have reviewed the posting requirements for Maine and provide you with the following information. The list of the required posters can be found at: <http://www.maine.gov/labor/posters/>

<u>POSTERS</u>

Minimum Wage

<http://www.maine.gov/labor/posters/minimumwage.pdf>

<http://www.maine.gov/labor/posters/minimumwagespanish.pdf> (Spanish)

The poster is correct as is.

Whistleblowers Protection Act

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<http://www.maine.gov/labor/posters/whistleblowerprotection.pdf>

The poster is correct as is.

As a suggestion, however, **I recommend that MPA not highlight the addresses at the bottom of the poster in purple.** I believe it gives the perception that the purple area is a separate poster and not part of the Whistleblowers Protection poster.

Additionally, in order to create a bit of extra room for the Video Display Terminal Poster which is immediately over the Whistleblowers Protection poster, **I suggest that the addresses at the bottom of this poster may be reduced in size.**

Workers' Compensation

<http://www.maine.gov/wcb/petitions/WCPoster.pdf>

The poster is correct as is.

Video Display Terminal Poster

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<http://www.maine.gov/labor/posters/vdtposter.pdf>

<http://www.maine.gov/labor/posters/vdtposterspanish.pdf> (Spanish)

The poster is correct as is. I recommend that MPA increase the size of the poster as the text is rather small.

Occupational Safety & Health Regulations (Public sector workplaces only)

<http://www.maine.gov/labor/posters/occreg.pdf>

The poster is correct as is.

Child Labor Law

<http://www.maine.gov/labor/posters/childlabor.pdf>

The poster is correct as is.

Regulation of Employment

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<http://www.maine.gov/labor/posters/regulationofemployment.pdf>

The poster was revised in November 2008. There are textual changes that have been made. Therefore, I recommend that MPA reprint the poster in its entirety.

Sexual Harassment

<http://www.maine.gov/mhrc/publications/shposter.pdf>

The poster is correct as is.

Employment Security Act

<http://www.maine.gov/tools/whatsnew/attach.php?id=16953&an=1>

The poster is correct as is.

The following posters are optional posters, none of which MPA currently has printed:

Human Rights Act - Equal Employment Rights

http://www.maine.gov/mhrc/publications/mhra_guarantees_poster.pdf

Equal Pay

<http://www.maine.gov/labor/posters/equalpay.pdf>

Domestic Violence in the Workplace

<http://www.maine.gov/labor/posters/domesticviolence.pdf>

FLYER

Pursuant to the May 8, 2009, memorandum, please ensure that the following flyer language is revised:

Sexual Harassment Law (26 MRSA §807)

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“An employer shall post in a prominent and accessible location in the workplace a poster providing . . . the following information: the illegality of sexual harassment; a description of sexual harassment, utilizing examples; the complaint process available through the commission; and directions on how to contact the commission.”