

## M E M O R A N D U M

TO: The Mandatory Poster Agency, Inc.

FROM: Rhonda R. Ames

DATE: May 21, 2009

RE: Texas

**check box  
once completed**

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I have reviewed the Texas poster requirements and provide you with the following information.

**POSTERS**

**TEXAS PAYDAY**

<http://www.twc.state.tx.us/ui/lablaw/ll10.pdf> (English)

<http://www.twc.state.tx.us/ui/lablaw/ll10s.pdf> (Spanish)

The poster is correct as is.

**CHILD LABOR**

<http://www.twc.state.tx.us/ui/lablaw/llcl70.pdf> (English)

<http://www.twc.state.tx.us/ui/lablaw/llcl70s.pdf> (Spanish)

The poster is correct as is.

**EQUAL EMPLOYMENT OPPORTUNITY** (Optional)

<http://www.twc.state.tx.us/crd/eeoposter.pdf>

The poster is correct as is.

**EMPLOYER'S NOTIFICATION OF THE OMBUDSMAN PROGRAM TO EMPLOYEES**

<http://www.oiec.state.tx.us/documents/Employer%20Notice%20of%20O.pdf>

The poster is correct as is.

**WORKERS COMPENSATION**

Covered employer - <http://www.tdi.state.tx.us/forms/dwc/notice6.pdf> (English)

Covered employer - <http://www.tdi.state.tx.us/forms/dwc/notice6s.pdf> (Spanish)

Covered employer - <http://www.tdi.state.tx.us/forms/dwc/notice6r.pdf> (Rules)

The text of the poster is correct as is.

The rule that I have attached indicates that the title is to be at least 30 point bold type, the subject in at least 20 point bold type, and text in at least 19 point normal type. While it appears that MPA has complied with this requirement, **I suggest that MPA verify the font sizes.**

□

Non-covered employer - <http://www.tdi.state.tx.us/forms/dwc/notice5.pdf> (English)

Non-covered employer - <http://www.tdi.state.tx.us/forms/dwc/notice5s.pdf> (Spanish)

Non-covered employer - <http://www.tdi.state.tx.us/forms/dwc/notice5r.pdf> (Rules)

The text of the poster is correct as is.

Again, the rule that I have attached indicates that the title is to be at least 30 point bold type, the subject in at least 20 point bold type, and text in at least 19 point normal type. While it appears that MPA has complied with this requirement, **I suggest that MPA verify the font sizes.**

□

Notice re: communicable diseases: <http://www.tdi.state.tx.us/forms/dwc/notice9.pdf> (English)

Notice re: communicable diseases: <http://www.tdi.state.tx.us/forms/dwc/notice9s.pdf> (Spanish)

Notice re: communicable diseases: <http://www.tdi.state.tx.us/forms/dwc/notice9r.pdf> (Rules)

The text of the poster is correct as is.

Once again, the rule that I have attached indicates specific font size requirements. The title is to be at least 15 point bold type, and the text in at least 14 point normal type. While it appears that MPA has complied with this requirement, **I suggest that MPA verify the font sizes.**

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## **UNEMPLOYMENT COMPENSATION**

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In my memo to you of September 2007, I noted that MPA had printed on its flyer that the Unemployment Compensation was required, together with the appropriate language from the statute. However, there was no Unemployment Compensation poster printed on MPA's posters.

Further, in my memo to MPA of May 8, 2009, I indicated that MPA needed to make sure to print the Unemployment poster.

In completing the 2009 memorandum for Texas, I find that there is no unemployment poster on MPA's poster, as well as the fact that the Unemployment Compensation has been removed from the flyer.

In reviewing Texas' website regarding the required posters, it indicates that it is possible to receive the Texas Unemployment Compensation Act poster together with the Texas Payday Law poster combined into one. When I called to request the poster, I received an automated system that

indicated that a person needed to have a current valid account with the Texas Workforce Commission to receive the poster. Therefore, I am unable to obtain a copy of the Unemployment poster.

Therefore, based upon the above information, I recommend that MPA provide the following space on its poster:

### **Unemployment Compensation**

Pursuant Texas Labor Code §208.001, each employer shall post and maintain notices that provide general information about filing a claim for unemployment benefits in places accessible to the individuals in the employ of the employer.

[PLACE UNEMPLOYMENT  
COMPENSATION NOTICE  
HERE]

**FLYER**

### **Unemployment Compensation**

Based upon adding the Unemployment Compensation poster above, please add the following back on to the flyer:

#### **Unemployment Compensation (Texas Labor Code §208.001)**

**“Each employer shall post and maintain the notices in places accessible to the individuals in the employ of the employer.”**