



**THE LABOR LAW POSTER SERVICE**  
5859 W. SAGINAW HWY. #343  
LANSING, MI 48917-2460

**For compliance assistance  
you may call us at: 1-877-321-4144**

**FAX: 1-888-442-4144**

## Dear Employer:

State and Federal regulations require employers protect their workers from work related conflicts. Lawsuits filed by employees against employers, have quadrupled in the last ten years. The three biggest complaints are Sexual Harassment, Violence in the Workplace, and Drug Use/Distribution in the workplace. An employer found to be in Violation of State or Federal Laws by failing to adequately protect its employees by implementing strict company policies, may be subject to civil liability actions and assessments. Court cases have resulted in fines, penalties and settlements in the millions of dollars. Therefore, in order to protect yourself and your company from impending civil liability actions, we strongly recommend the following Lawsuit Prevention Package.

**PLEASE RESPOND TODAY TO THE ENCLOSED.**

## **LAWSUIT PREVENTION POSTINGS**

### **SEXUAL HARASSMENT**

**"Sexual harassment"** at the workplace is a violation of Title VII of the Civil Rights Act of 1964. The law requires all employers to provide their employees with a workplace free from any form of harassment related to a person's sex, race, color, religion, national origin, mental or physical disability, age, ancestry, marital status or sexual orientation. All employees should be on notice that sexual harassment is unlawful and will not be tolerated by the employer.

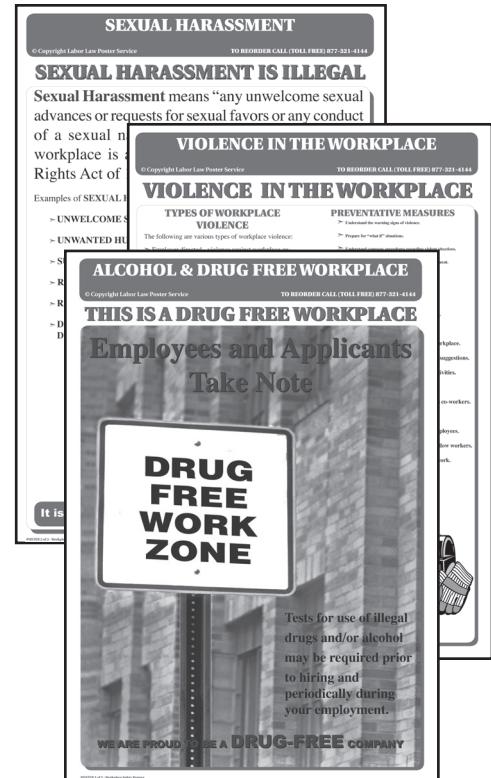
### **VIOLENCE IN THE WORKPLACE**

The purpose of the Occupational Safety and Health Act of 1970 (Public Law 91-596) is to assure safe and healthful working conditions for every working person and to preserve our human resources. OSHA 29 CFR 1904.8 requires employers to provide a "violence free workplace including a written policy statement." In this Act, the National Institute for Occupational Safety and Health (NOSH) is charged with recommending occupational safety and health standards and describing exposures that are safe for various periods of employment, including (but not limited to) the exposures at which no worker will suffer diminished health, functional capacity, or life expectancy as a result of workplace violence.

### **DRUG FREE WORKPLACE**

All employers should provide a Drug-Free Workplace program including a written policy statement. If an employee receives a positive confirmed drug test for illegal use of drugs or alcohol, or refuses to submit to drug or alcohol test, then the burden of proof is shifted to the employee. Substance abusing workers are:

- Five times more likely to file a worker's compensation claim;
- 3.6 times more likely to be involved in on-the-job accidents; and
- Late for work three times as often.
- Absenteeism: Substance abusers are 2.5 times more likely to be absent 8 or more days a year.
- Lost Productivity: Substance abusers are one-third less productive.



Please mail this form with your check, payable to:

**THE LABOR LAW POSTER SERVICE**  
(Corporate Headquarters)  
5859 W. SAGINAW HWY. #343  
LANSING, MI 48917-2460  
1-877-321-4144 (phone orders)

Please send the following posters:

#### **Complete Set(s) of LAWSUIT PREVENTION POSTERS**

\_\_\_\_ 1st set..... \$59.50 \$  
\_\_\_\_ Add'l. set(s)..... \$52.50 \$

#### **Complete Set(s) in Spanish**

\_\_\_\_ 1st set..... \$59.50 \$  
\_\_\_\_ Add'l. set(s)..... \$52.50 \$

(1st set \$7.75; ..... Shipping \$  
add'l sets \$5.75 each)

**TOTAL \$**

### **Lawsuit Prevention Order Form**

A complete set is made up of three posters  
in full color and laminated in plastic.

**PLEASE FAX CREDIT CARDS ORDERS TO: 1-888-442-4144 – FAX**

Enclosed:  Check  Credit Card:  VISA  MC  Discover Exp. \_\_\_\_/\_\_\_\_

Credit Card #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Exp. \_\_\_\_/\_\_\_\_

Signature \_\_\_\_\_

Ship to: (please print clearly) \_\_\_\_\_ Attention: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

**Please Call for Large Order Discounts.**