

### Minimum Wage

Department of Employment Services  
GOVERNMENT OF THE DISTRICT OF COLUMBIA  
**MURIEL BOWSER, MAYOR**

**DISTRICT OF COLUMBIA MINIMUM WAGE POSTER**  
**THIS SUMMARY MUST REMAIN IN A VISIBLE LOCATION WHERE EMPLOYEES MAY READ**

**PERSONS NOT ENTITLED TO OVERTIME PAY UNDER DISTRICT LAW MAY BE ENTITLED UNDER FEDERAL LAW**  
For more information, call the U.S. Department of Labor, Wage-Hour Division, or visit [www.dhs.gov](http://www.dhs.gov)

EMPLOYEES WHO DO NOT RECEIVE TIPS	EMPLOYEES WHO RECEIVE TIPS
\$16.10 per hour beginning July 1, 2022	\$5.52 per hour beginning July 1, 2022
\$6.90 per hour beginning May 1, 2023	\$6.00 per hour beginning May 1, 2023
\$17.00 per hour beginning July 1, 2023	\$6.50 per hour beginning July 1, 2023
\$17.50 per hour beginning July 1, 2024	\$7.00 per hour beginning July 1, 2024
\$17.95 per hour beginning July 1, 2025	\$7.50 per hour beginning July 1, 2025

The minimum wage increases each year in proportion to the Consumer Price Index for both employees who do not receive tips and those who receive tips.

**MINIMUM WAGE EXCEPTIONS**  
The minimum wage provision does not apply in instances where other laws or regulations establish minimum wage rates for the following:

- Handicapped workers may be paid less only when the employer has received an authorizing certificate from the U.S. Department of Labor.
- Persons employed under provisions of the Workforce Innovation and Opportunity Act shall be paid pursuant to that Act.
- Persons employed under provisions of the Youth Employment Act shall be paid pursuant to that Act.
- Persons employed under provisions of the Older Americans Act shall be paid pursuant to that Act.
- Students employed by institutions of higher education may be paid the minimum wage established by the United States government.
- The minimum wage provision does not apply to persons:
  - employed in a bona fide executive, administrative, professional, computer, or outside sales capacity; or
  - employed in the delivery of newspapers to the homes of the consumers.

**OVERTIME PAY**  
Employees must be paid at least 1 1/2 times the regular rate of pay for all hours worked over 40 hours in a workweek.

**OVERTIME EXCEPTIONS**  
The minimum wage overtime provisions do not apply to persons:
 

- In a bona fide executive, administrative, professional, computer, or outside sales capacity.
- As a seaman, railroad worker, or seaport carrier.
- As an air carrier employee who voluntarily exchanges workdays with another employee for the primary purpose of utilizing air travel benefits available to those employees.
- As a salesperson, parts salesperson, or mechanic primarily engaged in selling or servicing automobiles, trailers, or trucks if employed by a non-manufacturing establishment primarily engaged in the business of selling these vehicles to retail customers.

**NOTES:**  
The Fair Workplaces Overtime Amendment Act of 2012, effective May 31, 2012, removed the overtime exemption for employees of a workweek. For each employee who is entitled to overtime for all hours worked over a forty-hour workweek.

The United States Department of Labor's Home Care Rule, effective November 12, 2016, is applicable to direct care workers employed by agencies and other third-party employers. Direct care rule workers include home care services, such as certified nursing assistants, home health aides, personal care aides, caregivers, and companions.

### DOES

DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES

**MURIEL BOWSER, MAYOR**

NOTICE: This state has its own minimum wage law. Employers are also required to display the federal Employee Rights Under the Fair Labor Standards Act posting, which indicates the federal minimum wage. Where federal and state rates both apply to an employee, the U.S. Department of Labor dictates that the employer is entitled to the higher minimum wage rate.

**THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY.**

**DOES**  
DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES  
**MURIEL BOWSER, MAYOR**

NOTICE: This Act amends the provisions of the Earned Sick and Safe Leave Amendment Act of 2013, effective February 22, 2014, to require employers in the District of Columbia to provide paid leave to employees for their own or family members' illnesses or medical appointments and for absences associated with domestic violence or sexual abuse.

**EMPLOYERS REQUIRED TO COMPLY WITH THE ACT**  
Pursuant to the Accrued Sick and Safe Leave Act of 2008, all employers in the District of Columbia must provide paid leave to each employee, including employees of restaurants, bars, temporary staffing firms and part-time employees.

**ACCRUAL START DATE**  
Paid leave accrues at the beginning of employment, provided that the accrual need not commence prior to November 13, 2008 and provided that an employer need not allow accrual of paid leave for tipped restaurant or an employee's prior February 22, 2014.

**PAID LEAVE ACCRUES ON AN EMPLOYEE'S ESTABLISHED PAY PERIOD.**

**ACCESSING PAID LEAVE**  
An employee must be allowed to use paid leave no later than after 90 days of service with the employer. An employee may use leave on short notice if the reason for the leave is unforeseeable.

**NUMBER OF HOURS ACCRUED**  
Accrual of paid leave is determined by the type of business, the number of employees an employer has, and the number of hours an employee works. For tipped employees of restaurants or bars, regardless of the number of employees the employer has, each tipped employee must accrue at least one (1) hour per 43 hours worked, up to five (5) days per calendar year and be paid at the full District of Columbia's Minimum Wage. For all other employees, use the following chart:

If an employer has...	Employees accrue at least...	Not to Exceed...
100 or more employees	1 hour per 37 hours worked	7 days per calendar year
25 to 99 employees	1 hour per 43 hours worked	5 days per calendar year
Less than 25 employees	1 hour per 87 hours worked	3 days per calendar year

### DOES

DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES

**MURIEL BOWSER, MAYOR**

**DOES**  
DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES  
**MURIEL BOWSER, MAYOR**

NOTICE: This state has its own minimum wage law. Employers are also required to display the federal Employee Rights Under the Fair Labor Standards Act posting, which indicates the federal minimum wage. Where federal and state rates both apply to an employee, the U.S. Department of Labor dictates that the employer is entitled to the higher minimum wage rate.

**THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY.**

**DOES**  
DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES  
**MURIEL BOWSER, MAYOR**

NOTICE: This Act amends the provisions of the Earned Sick and Safe Leave Amendment Act of 2013, effective February 22, 2014, to require employers in the District of Columbia to provide paid leave to employees for their own or family members' illnesses or medical appointments and for absences associated with domestic violence or sexual abuse.

**EMPLOYERS REQUIRED TO COMPLY WITH THE ACT**  
Pursuant to the Accrued Sick and Safe Leave Act of 2008, all employers in the District of Columbia must provide paid leave to each employee, including employees of restaurants, bars, temporary staffing firms and part-time employees.

**ACCRUAL START DATE**  
Paid leave accrues at the beginning of employment, provided that the accrual need not commence prior to November 13, 2008 and provided that an employer need not allow accrual of paid leave for tipped restaurant or an employee's prior February 22, 2014.

**PAID LEAVE ACCRUES ON AN EMPLOYEE'S ESTABLISHED PAY PERIOD.**

**ACCESSING PAID LEAVE**  
An employee must be allowed to use paid leave no later than after 90 days of service with the employer. An employee may use leave on short notice if the reason for the leave is unforeseeable.

**NUMBER OF HOURS ACCRUED**  
Accrual of paid leave is determined by the type of business, the number of employees an employer has, and the number of hours an employee works. For tipped employees of restaurants or bars, regardless of the number of employees the employer has, each tipped employee must accrue at least one (1) hour per 43 hours worked, up to five (5) days per calendar year and be paid at the full District of Columbia's Minimum Wage. For all other employees, use the following chart:

If an employer has...	Employees accrue at least...	Not to Exceed...
100 or more employees	1 hour per 37 hours worked	7 days per calendar year
25 to 99 employees	1 hour per 43 hours worked	5 days per calendar year
Less than 25 employees	1 hour per 87 hours worked	3 days per calendar year

### DOES

DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES

**MURIEL BOWSER, MAYOR**

**DOES**  
DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES  
**MURIEL BOWSER, MAYOR**

NOTICE: This state has its own minimum wage law. Employers are also required to display the federal Employee Rights Under the Fair Labor Standards Act posting, which indicates the federal minimum wage. Where federal and state rates both apply to an employee, the U.S. Department of Labor dictates that the employer is entitled to the higher minimum wage rate.

**THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY.**

**DOES**  
DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES  
**MURIEL BOWSER, MAYOR**

NOTICE: This Act amends the provisions of the Earned Sick and Safe Leave Amendment Act of 2013, effective February 22, 2014, to require employers in the District of Columbia to provide paid leave to employees for their own or family members' illnesses or medical appointments and for absences associated with domestic violence or sexual abuse.

**EMPLOYERS REQUIRED TO COMPLY WITH THE ACT**  
Pursuant to the Accrued Sick and Safe Leave Act of 2008, all employers in the District of Columbia must provide paid leave to each employee, including employees of restaurants, bars, temporary staffing firms and part-time employees.

**ACCRUAL START DATE**  
Paid leave accrues at the beginning of employment, provided that the accrual need not commence prior to November 13, 2008 and provided that an employer need not allow accrual of paid leave for tipped restaurant or an employee's prior February 22, 2014.

**PAID LEAVE ACCRUES ON AN EMPLOYEE'S ESTABLISHED PAY PERIOD.**

**ACCESSING PAID LEAVE**  
An employee must be allowed to use paid leave no later than after 90 days of service with the employer. An employee may use leave on short notice if the reason for the leave is unforeseeable.

**NUMBER OF HOURS ACCRUED**  
Accrual of paid leave is determined by the type of business, the number of employees an employer has, and the number of hours an employee works. For tipped employees of restaurants or bars, regardless of the number of employees the employer has, each tipped employee must accrue at least one (1) hour per 43 hours worked, up to five (5) days per calendar year and be paid at the full District of Columbia's Minimum Wage. For all other employees, use the following chart:

If an employer has...	Employees accrue at least...	Not to Exceed...
100 or more employees	1 hour per 37 hours worked	7 days per calendar year
25 to 99 employees	1 hour per 43 hours worked	5 days per calendar year
Less than 25 employees	1 hour per 87 hours worked	3 days per calendar year

### DOES

DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES

**MURIEL BOWSER, MAYOR**

**DOES**  
DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES  
**MURIEL BOWSER, MAYOR**

NOTICE: This state has its own minimum wage law. Employers are also required to display the federal Employee Rights Under the Fair Labor Standards Act posting, which indicates the federal minimum wage. Where federal and state rates both apply to an employee, the U.S. Department of Labor dictates that the employer is entitled to the higher minimum wage rate.

**THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY.**

**DOES**  
DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES  
**MURIEL BOWSER, MAYOR**

NOTICE: This Act amends the provisions of the Earned Sick and Safe Leave Amendment Act of 2013, effective February 22, 2014, to require employers in the District of Columbia to provide paid leave to employees for their own or family members' illnesses or medical appointments and for absences associated with domestic violence or sexual abuse.

**EMPLOYERS REQUIRED TO COMPLY WITH THE ACT**  
Pursuant to the Accrued Sick and Safe Leave Act of 2008, all employers in the District of Columbia must provide paid leave to each employee, including employees of restaurants, bars, temporary staffing firms and part-time employees.

**ACCRUAL START DATE**  
Paid leave accrues at the beginning of employment, provided that the accrual need not commence prior to November 13, 2008 and provided that an employer need not allow accrual of paid leave for tipped restaurant or an employee's prior February 22, 2014.

**PAID LEAVE ACCRUES ON AN EMPLOYEE'S ESTABLISHED PAY PERIOD.**

**ACCESSING PAID LEAVE**  
An employee must be allowed to use paid leave no later than after 90 days of service with the employer. An employee may use leave on short notice if the reason for the leave is unforeseeable.

**NUMBER OF HOURS ACCRUED**  
Accrual of paid leave is determined by the type of business, the number of employees an employer has, and the number of hours an employee works. For tipped employees of restaurants or bars, regardless of the number of employees the employer has, each tipped employee must accrue at least one (1) hour per 43 hours worked, up to five (5) days per calendar year and be paid at the full District of Columbia's Minimum Wage. For all other employees, use the following chart:

If an employer has...	Employees accrue at least...	Not to Exceed...
100 or more employees	1 hour per 37 hours worked	7 days per calendar year
25 to 99 employees	1 hour per 43 hours worked	5 days per calendar year
Less than 25 employees	1 hour per 87 hours worked	3 days per calendar year

### DOES

DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES

**MURIEL BOWSER, MAYOR**

**DOES**  
DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES  
**MURIEL BOWSER, MAYOR**

NOTICE: This state has its own minimum wage law. Employers are also required to display the federal Employee Rights Under the Fair Labor Standards Act posting, which indicates the federal minimum wage. Where federal and state rates both apply to an employee, the U.S. Department of Labor dictates that the employer is entitled to the higher minimum wage rate.

**THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY.**

**DOES**  
DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES  
**MURIEL BOWSER, MAYOR**

NOTICE: This Act amends the provisions of the Earned Sick and Safe Leave Amendment Act of 2013, effective February 22, 2014, to require employers in the District of Columbia to provide paid leave to employees for their own or family members' illnesses or medical appointments and for absences associated with domestic violence or sexual abuse.

**EMPLOYERS REQUIRED TO COMPLY WITH THE ACT**  
Pursuant to the Accrued Sick and Safe Leave Act of 2008, all employers in the District of Columbia must provide paid leave to each employee, including employees of restaurants, bars, temporary staffing firms and part-time employees.

**ACCRUAL START DATE**  
Paid leave accrues at the beginning of employment, provided that the accrual need not commence prior to November 13, 2008 and provided that an employer need not allow accrual of paid leave for tipped restaurant or an employee's prior February 22, 2014.

**PAID LEAVE ACCRUES ON AN EMPLOYEE'S ESTABLISHED PAY PERIOD.**

**ACCESSING PAID LEAVE**  
An employee must be allowed to use paid leave no later than after 90 days of service with the employer. An employee may use leave on short notice if the reason for the leave is unforeseeable.

**NUMBER OF HOURS ACCRUED**  
Accrual of paid leave is determined by the type of business, the number of employees an employer has, and the number of hours an employee works. For tipped employees of restaurants or bars, regardless of the number of employees the employer has, each tipped employee must accrue at least one (1) hour per 43 hours worked, up to five (5) days per calendar year and be paid at the full District of Columbia's Minimum Wage. For all other employees, use the following chart:

If an employer has...	Employees accrue at least...	Not to Exceed...
100 or more employees	1 hour per 37 hours worked	7 days per calendar year
25 to 99 employees	1 hour per 43 hours worked	5 days per calendar year
Less than 25 employees	1 hour per 87 hours worked	3 days per calendar year

### DOES

DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES

**MURIEL BOWSER, MAYOR**

**DOES**  
DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES  
**MURIEL BOWSER, MAYOR**

NOTICE: This state has its own minimum wage law. Employers are also required to display the federal Employee Rights Under the Fair Labor Standards Act posting, which indicates the federal minimum wage. Where federal and state rates both apply to an employee, the U.S. Department of Labor dictates that the employer is entitled to the higher minimum wage rate.

**THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY.**

**DOES**  
DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES  
**MURIEL BOWSER, MAYOR**

NOTICE: This Act amends the provisions of the Earned Sick and Safe Leave Amendment Act of 2013, effective February 22, 2014, to require employers in the District of Columbia to provide paid leave to employees for their own or family members' illnesses or medical appointments and for absences associated with domestic violence or sexual abuse.

**EMPLOYERS REQUIRED TO COMPLY WITH THE ACT**  
Pursuant to the Accrued Sick and Safe Leave Act of 2008, all employers in the District of Columbia must provide paid leave to each employee, including employees of restaurants, bars, temporary staffing firms and part-time employees.

**ACCRUAL START DATE**  
Paid leave accrues at the beginning of employment, provided that the accrual need not commence prior to November 13, 2008 and provided that an employer need not allow accrual of paid leave for tipped restaurant or an employee's prior February 22, 2014.

**PAID LEAVE ACCRUES ON AN EMPLOYEE'S ESTABLISHED PAY PERIOD.**

**ACCESSING PAID LEAVE**  
An employee must be allowed to use paid leave no later than after 90 days of service with the employer. An employee may use leave on short notice if the reason for the leave is unforeseeable.

**NUMBER OF HOURS ACCRUED**  
Accrual of paid leave is determined by the type of business, the number of employees an employer has, and the number of hours an employee works. For tipped employees of restaurants or bars, regardless of the number of employees the employer has, each tipped employee must accrue at least one (1) hour per 43 hours worked, up to five (5) days per calendar year and be paid at the full District of Columbia's Minimum Wage. For all other employees, use the following chart:

If an employer has...	Employees accrue at least...	Not to Exceed...
100 or more employees	1 hour per 37 hours worked	7 days per calendar year
25 to 99 employees	1 hour per 43 hours worked	5 days per calendar year
Less than 25 employees	1 hour per 87 hours worked	3 days per calendar year

### Workers' Comp.

Department of Employment Services

## LABOR STANDARDS BUREAU

### OFFICE OF WORKERS' COMPENSATION

4058 MINNESOTA AVENUE, N.E. • WASHINGTON, DC 20019 • (202) 671-1000 • (202) 671-1929 (Fax)

**WARNING:** It is a crime to provide false or misleading information in a claim for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny benefits if false information materially related to a claim was provided by the applicant.

**NOTICE OF COMPLIANCE**

**TO EMPLOYEES**

- You are required by law to report promptly to your employer and the Office of Workers' Compensation an occupational injury or disease even if you deem it to be minor. Form 17, Notice of Accidental Injury or Occupational Disease, must be obtained from the employer or the Office of Workers' Compensation, must be used for that purpose. After you have completed and signed the form, mail it to the Office of Workers' Compensation at the above address, and to your employer.
- You are entitled, if required, to the services of a physician or hospital of your choice and lost wages. Call (202) 671-1000 or visit [www.dhs.gov](http://www.dhs.gov) for information.
- You may not use your employer as a result of work-related injury or disease by reason of your exclusive remedy under the Workers' Compensation Law.
- In order to preserve your right to benefits under the DC Workers' Compensation Law, you must file a written claim on Form No. 7A, DCWC, Employees' Claim Application, within one (1) year after your injury, or within one (1) year after the last payment of benefits.
- If you need information regarding your rights and obligations prescribed by law, you may call our employee file. You require further information, you may call the Office of Workers' Compensation at (202) 671-1000 or visit [www.dhs.gov](http://www.dhs.gov).
- The law gives you the right to legal representation if you so choose.

**NOTICE:** Violation of various provisions of the Workers' Compensation Law provides for civil penalties.

The undersigned employer hereby gives notice of compliance with all provisions of the Workers' Compensation Law and Administrative Regulations.

**NAME OF INSURANCE COMPANY**

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

**NAME OF EMPLOYER**

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

**EMPLOYER REPRESENTATIVE:** \_\_\_\_\_

**EMPLOYER ID NUMBER (or NUMBER UNKNOWN, EMPLOYER TO REQUEST FROM IRS)**

**THIS NOTICE IS TO BE POSTED CONSPICUOUSLY IN AND ABOUT THE EMPLOYER'S PLACE(S) OF BUSINESS**

FORM NO. 1, DCWC

REV. 03/2017

### Sick and Safe Leave

Department of Employment Services, Office of Wage-Hour

## Accrued Sick and Safe Leave Act of 2008

**OFFICIAL NOTICE**  
(Post Where Employees Can Easily Read)

(This poster includes provisions of the Earned Sick and Safe Leave Amendment Act of 2013, effective February 22, 2014)

**REQUIRES EMPLOYERS IN THE DISTRICT OF COLUMBIA TO PROVIDE PAID LEAVE TO EMPLOYEES FOR THEIR OWN OR FAMILY MEMBERS' ILLNESSES OR MEDICAL APPOINTMENTS AND FOR ABSENCES ASSOCIATED WITH DOMESTIC VIOLENCE OR SEXUAL ABUSE.**

**EMPLOYERS REQUIRED TO COMPLY WITH THE ACT**  
Pursuant to the Accrued Sick and Safe Leave Act of 2008, all employers in the District of Columbia must provide paid leave to each employee, including employees of restaurants, bars, temporary staffing firms and part-time employees.

**ACCRUAL START DATE**  
Paid leave accrues at the beginning of employment, provided that the accrual need not commence prior to November 13, 2008 and provided that an employer need not allow accrual of paid leave for tipped restaurant or an employee's prior February 22, 2014.

**PAID LEAVE ACCRUES ON AN EMPLOYEE'S ESTABLISHED PAY PERIOD.**

**ACCESSING PAID LEAVE**  
An employee must be allowed to use paid leave no later than after 90 days of service with the employer. An employee may use leave on short notice if the reason for the leave is unforeseeable.

**NUMBER OF HOURS ACCRUED**  
Accrual of paid leave is determined by the type of business, the number of employees an employer has, and the number of hours an employee works. For tipped employees of restaurants or bars, regardless of the number of employees the employer has, each tipped employee must accrue at least one (1) hour per 43 hours worked, up to five (5) days per calendar year and be paid at the full District of Columbia's Minimum Wage. For all other employees, use the following chart:

If an employer has...	Employees accrue at least...	Not to Exceed...
100 or more employees	1 hour per 37 hours worked	7 days per calendar year
25 to 99 employees	1 hour per 43 hours worked	5 days per calendar year
Less than 25 employees	1 hour per 87 hours worked	3 days per calendar year

### DCFMLA

Office of Human Rights

## DC Family Medical Leave Act Workplace Poster

Know Your Rights in the District of Columbia

**Work Leave for Family or Medical Purposes**  
The District of Columbia Family and Medical Leave Act (DCFMLA) requires employers with 20 or more employees to provide eligible employees with 16 weeks of family leave and 16 weeks of medical leave during a 24-month period. However, the law does not require employers to specifically pay for leave under DCFMLA, except that employers may accord leave (i.e., sick, annual, PTO, etc.) and where applicable, for private sector employees under the Unfettered Paid Leave Act, and for DC government employees, payment under the Paid Family Leave Act.

**Family Leave**

- Eligible circumstances for family leave under DCFMLA include the birth of a child, adopting a child, or caring for a child or foster care. Caring for a seriously ill family member is also eligible for family leave.

**Medical Leave**

- Eligible circumstances for medical leave under DCFMLA include recovering from a serious illness rendering the employee unable to work.

Leave under DCFMLA is unpaid, intermittent, and is certain circumstances, at a reduced schedule. The employer may require medical certification and reasonable prior notice when applicable.

**Employee Eligibility**  
An employee is eligible under the Act if he or she has been employed by the employer for at least 12 consecutive or non-consecutive months in the seven years immediately preceding the start of the family or medical leave, and worked at least 1,000 hours during these 12 months.

The District government is considered a single employer. The above eligibility requirements can be met by considering employment at more than one District agency.

**WE ARE WASHINGTON DC**  
GOVERNMENT OF THE DISTRICT OF COLUMBIA  
**MURIEL BOWSER, MAYOR**

REV. 05/17/2024

### Pregnancy Rights

Office of Human Rights

## Know Your Rights in the District of Columbia

**Accommodations for Pregnancy, Childbirth and Breastfeeding**  
The Protecting Pregnant Workers Fairness Act (PPWF) requires District of Columbia employers to provide reasonable workplace accommodations for employees whose ability to perform job tasks is limited because of pregnancy, childbirth, chest breastfeeding, or a related medical condition.

The employer must engage in good faith and in a timely and interactive process to determine the accommodations.

**Types of Accommodations**  
Employers must make all reasonable accommodations, including but not limited to:

- More frequent or longer breaks;
- Temporarily restructuring the employer's position to provide light duty or a modified work schedule;
- Temporarily transferring the employee to a less strenuous or hazardous position;
- Purchasing or modifying work equipment, such as
- Providing private (non-bathroom) restrooms.

**Prohibited Actions by Employers**  
Employers may not:

- Refuse an accommodation unless it would cause significant hardship or expense to the business;
- Take adverse action against an employee for requesting an accommodation;

**WE ARE WASHINGTON DC**  
GOVERNMENT OF THE DISTRICT OF COLUMBIA  
**MURIEL BOWSER, MAYOR**

REV. 05/17/2024

### Parental Leave Act

Office of Human Rights

## Parental Leave Act Workplace Poster

Know Your Rights in the District of Columbia

**Work Leave for Parenting Purpose**  
The District of Columbia Parental Leave Act allows employees who are parents or guardians to take 24 hours of leave (paid or unpaid) during a 12-month period to attend school-related activities for their child. School-related activities include but are not limited to: parent teacher conferences, concerts, plays, rehearsals, sporting events, and other activities where the guardian is a participant or the subject of the event, or a spectator.

The employer must notify the employee 10 days before the requested leave when the school-related activity was not reasonably foreseeable (i.e., the child's teacher has requested an emergency parent-teacher conference). The leave can be unpaid or paid family leave, if available.

The employer may deny the leave if granting the leave would disrupt the employer's business and make the achievement of production or service unreasonably difficult.

**Definition of Parent or Guardian**  
An employee is considered a parent or guardian for purposes of this Act if he, she or they is:

- biological mother or father of a child;
- person who has legal custody of a child;
- person who acts as a guardian of a child;
- adult, uncle, or grandparent of a child; or
- a person married or in a domestic partnership to a person listed above.

**WE ARE WASHINGTON DC**  
GOVERNMENT OF THE DISTRICT OF COLUMBIA  
**MURIEL BOWSER, MAYOR**

REV. 05/17/2024

### Child Labor

Title 32, Chapter 2

## Employment of Minors

**§ 32-201. Employment of minors under 14 years of age; distribution of newspapers permitted**  
Except as provided in § 32-206 and § 32-207, no minor under 14 years of age shall be employed, permitted, or suffered to work in the District of Columbia, in, about, or in connection with any industrial establishment, with the exception of newspaper work performed outside of school hours in the home of the minor's parent or legal guardian or agricultural work performed outside of school hours in connection with the minor's own home and directly for the minor's parent or legal guardian, provided, that minors 13 years of age and over may be employed outside of school hours in the distribution or sale of newspapers, subject to the provisions of §§ 32-210 to 32-221.

**§ 32-202. Employment of minors under 18 years of age; hours of employment; notice to be posted in place of employment; list of minors employed**  
Except as provided in § 32-206, no minor under 18 years of age shall be employed, permitted, or suffered to work, in, about, or in connection with any general occupation, except in agricultural work, or in the distribution or sale of newspapers, as prescribed in § 32-201, and except in newspaper printing, subject to the provisions of § 32-215, more than 6 consecutive days in any 7 weeks, or more than 48 hours in any 7 weeks, or more than 8 hours in any 7 days, nor shall any minor under 18 years of age be employed, permitted, or suffered to work before 6:00 a.m. or after 10:00 p.m. of any day, nor shall any minor under 18 years of age be employed, permitted, or suffered to work before 7:00 a.m. or after 7:00 p.m. of any day, except during the summer (June 1 through Labor Day) when the evening hour shall be 9:00. Employers shall post and keep conspicuously posted in the establishment, in or about which any minor is employed, permitted, or suffered to work, a printed notice, furnished by the official authorized by this subchapter, setting forth the legal regulations governing the employment and hours of work of minors and occupations prohibited to minors in such establishments, and, in addition, shall keep accurate in the place of employment, a list of minors under 18 employed, permitted, or suffered to work, and an accurate time record showing the hours of beginning and ending work each day. The presence of any such minor in the place of work for a longer time in the day than so stated in the printed employment notice shall be prima facie evidence of the violation of the provisions of this section.

**§ 32-203. Employment dangerous or prejudicial to life prohibited; Board of Education to prohibit such employment by general or special order**  
No minor shall be employed, permitted, or suffered to work in any place of employment, or at any employment, dangerous or prejudicial to the life, health, safety, or welfare of such minor. It shall be the duty of the Board of Education of the District of Columbia and the school board to have the power, jurisdiction, and authority, after hearing due held, to issue general or special orders prohibiting the employment of such minors in any employment or at any place of employment dangerous or prejudicial to the life, health, safety, or welfare of such minor; provided, that such order shall permit the employment of any minor at an employment specified in § 32-202 through § 32-206, in any occupation allowed by the Secretary of Labor under the authority of the Fair Labor Standards Act. It can be particularly hazardous for minors under 18 years of age or determined by their health and well-being.

**§ 32-204. Employment of minors under 16 years of age in certain occupations prohibited; exception**  
(a) No minor under 16 years of age shall be employed, permitted, or suffered to work in any of the following occupations:
 

- In the operation of any machinery operated by power other than hand or foot power;
- In cutting, wiring, or cleaning machines or fixtures;
- In this section does not apply to any duly approved vocational education program or training under the auspices of the Board of Education or the trustees of the agency.

**§ 32-205. Employment of minors under 18 years of age in certain occupations prohibited**  
No minor under 18 years of age shall be employed, permitted, or suffered to work operating any freight or nonautomated elevator, or in any way, turned, or employed in any of the following occupations:
 

- Interferes with the Board of Education, its officers or agents, or any other person authorized by the District in respect to its operations;
- Interferes with the Board of Education, its officers or agents, or any other person authorized by the District in respect to its operations;

**§ 32-206. Theoretical permits for minors under 18 years of age for maneuvers and professional sports activities**  
(a) The Board of Education may issue a theoretical employment permit to a minor under 18 years of age permitting the minor to:
 

- Perform on the stage of a licensed theater within the District of Columbia in a professional theatrical production;
- Perform in a musical or dramatic concert;
- Participate in a radio or television program;

**§ 32-207. Work or vacation permit - Procurement by employer**  
No minor under 18 years of age shall be employed, permitted, or suffered to work, in, about, or in connection with any general occupation, except in agricultural work or newspaper printing, as prescribed in § 32-201, unless the employer provides and keeps on file and available to any attendance officer, inspector or other person authorized to enforce this subchapter a work or vacation permit issued as hereinafter prescribed, except that minors under 16 years of age may be employed without a permit outside of school hours in regular or casual work usual to the home of the employer, provided, that such employment shall not be in connection with any form of a business, trade, profession, or occupation of the employer, or provided further, that such employment shall be specifically prohibited by any provision of this subchapter or by the order of the authority of § 32-203.

**§ 32-213. Penalties**  
(a) A person commits an offense under this subchapter if he or she:
 

- Employs a minor or permits a minor to work in violation of this subchapter, if any regulation promulgated by the Board of Education pursuant to § 32-203, or
- Interferes with the Board of Education, its officers or agents, or any other person authorized by the District in respect to its operations.

(b) A person convicted of a violation under this section shall be fined not more than \$1,000 nor more than 3 months, or imprisoned not less than 10 days nor more than 30 days, or both, a person convicted of a 2nd or subsequent offense under this section shall be fined not less than \$250 nor more than \$500, or imprisoned not less than 30 days nor more than 90 days, or both. Each day during which a violation of this subchapter occurs constitutes a separate offense.

(c) The fines set forth in this section shall not be limited by § 32-157.01.

**§ 32-214. Penalties**  
(a) A covered employer who fails to comply with the posting requirements of this section shall be subject to the penalty set forth. (See section 6 of the Act for penalties)

**Penalties**

- A covered employer who willfully violates the posting requirements of this section shall be assessed a civil penalty not to exceed \$700 for each day that the covered employer fails to post the notice as prescribed, that the total penalty shall not exceed \$500.
- A covered employer who fails to comply with any of the sections of this Act, other than the posting requirements, shall be subject to a fine of not more than \$5,000 for each violation and for each day that the violation continues. For the first violation, a maximum fine of up to (A) \$500 will be imposed; and (B) for any subsequent violation, a maximum fine of up to \$1,000.

**For the complete text of the Building Service Employees Minimum Work Week Act of 2016, go to DC Act 21-485.**

**If you have any questions, please contact or visit: Department of Employment Services, Office of Wage-Hour, 4058 Minnesota Avenue, SE, Suite 3600, Washington, DC, 20019, (202) 671-1880.**

**OFFICE OF WAGE HOUR**  
MURIEL BOWSER, MAYOR  
DR. UNIQUE MORRIS-HUGHES, DIRECTOR

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Building Service Employees Minimum Work Week Act**  
Department of Employment Services

**NOTICE OF NEW REGULATIONS**  
**D.C. Act 21-485 (Act)**, also known as the **Building Service Employees Minimum Work Week Act of 2016**.  
**Under this Act, covered employees shall be scheduled to work the minimum work week of at least 30 hours.**

**What is a Building Service Employee**  
A covered employee who performs janitorial services, building maintenance services, or other services in or around a covered location to maintain the repair, cleanliness, and overall quality of the covered location or place of business.

**Certain exceptions apply**

- When a covered employee works the leave shall count towards the 30-hour minimum work week provided that each covered employee, up to 20% of the work hours that are available for covered employees engaged in cleaning service may be preserved for part-time employees with a minimum shift of 4 hours and up to 20 hours per week per covered employee up to a total of 19 part-time positions per covered location.

**Posting Requirements**

- A covered employer shall post and maintain the notice in a conspicuous place, which shall be prescribed by the Mayor and provided to each covered employer that shall include excerpts or summaries of the pertinent provisions of this Act and information about filing of a complaint pursuant to the Act.
- A covered employer shall post every notice required to be posted in this Act in English and all languages spoken by covered employees with limited or no English proficiency, as defined in section 2 of the Language Access Act of 2004, effective June 19, 2004 (DC Law 15-167-02, Official Code of the District of Columbia § 2-2931).

**Penalties**

- A covered employer who willfully violates the posting requirements of this section shall be assessed a civil penalty not to exceed \$700 for each day that the covered employer fails to post the notice as prescribed, that the total penalty shall not exceed \$500.
- A covered employer who fails to comply with any of the sections of this Act, other than the posting requirements, shall be