The law requires employers to display this poster where employees can readily see it.

LEAVE ELIGIBILITY AND NOTICE
Employees may choose, or an employer may require, use of accrued paid leave while taking FMLA leave. If an employee does not need to use leave in one block, when it is medically necessary or otherwise permitted, employees may choose not to use leave either in one block or at all. Employees may use leave for the purpose of attending any reasonable medical appointment. An employer must provide a reasonable amount of advance notice of the need for leave. The employee must provide this notice at the same time or prior to the time the leave is requested.

PROHIBITIONS
Employees or job applicants may also bring their own court actions. The Secretary of Labor may bring court actions to restrain violations and assess civil penalties against violators.

EXAMINEE RIGHTS
An employee who works for a covered employer must meet three criteria in order to be eligible for FMLA leave. The employee must:

• Be employed by a covered employer;
• Have been employed for at least 12 months, and have worked at least 1,250 hours during the 12-month period before the beginning of the request for leave; and
• Have worked for the same employer within the previous 12 months for at least 20 hours per week (or the average number of hours per week in the 12-week period before the date the request for leave was made, if that period was shorter).

Emitters must provide a workplace free from recognized hazards. It is illegal to retaliate against an employee for using any of their rights under the law, including raising a health and safety concern with you or with OSHA, or reporting a work-related injury or illness.

Employers must:

• Provide employees a workplace free from recognized hazards. It is illegal to retaliate against an employee for using any of their rights under the law, including raising a health and safety concern with you or with OSHA, or reporting a work-related injury or illness.
• Comply with all applicable OSHA standards.
• Notify OSHA within 8 hours of a workplace fatality or within 24 hours of any work-related inpatient hospitalization, amputation, or loss of an eye.
• Provide required training to all workers in a language and vocabulary they understand.
• Prominently display this poster in the workplace.
• Post OSHA citations at or near the place of the alleged violations.

On-Site Consultation services are available to small and medium-sized employers, with no consultation or penalty, through OSHA-supported consultation programs in every state.

Employees: Do you have rights?

All workers have the right to:

• A safe workplace.
• Raise a safety or health concern with your employer or OSHA, or report a work-related injury or illness, without being retaliated against.
• Receive information and training on job hazards, including all hazardous substances in your workplace.
• Request a confidential OSHA inspection of your workplace if you believe there are unsafe or unhealthy conditions. You have the right to have a representative contact OSHA on your behalf.
• Participate (or have your representative participate) in an OSHA inspection and speak to the inspector.
• File a complaint with OSHA within 30 days (by phone, online, or by mail) if you have been retaliated against for using rights.
• See any OSHA citations issued to your employer.
• Request copies of your medical records, tests that measure hazards in the workplace, and the workplace injury and illness log.

Contact OSHA. We can help.

OSHA 3165-04R 2019

IT'S THE LAW!