



This article presents general guidelines for Ohio nonprofit organizations as of the date written and should not be construed as legal advice. Always consult an attorney to address your particular situation.

Employment Law Posting Requirements

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Numerous federal and state laws require employers to post notices at the job site describing employee rights. Many employees are unaware of their rights under the vast array of employment laws. These posting requirements seek to educate employees about their rights under the law. The posters should be placed in conspicuous areas where all employees will see them. Ideal locations for these posters are common areas, break rooms, and cafeterias. Below is a summary of the most common federal and state posting requirements that apply to Ohio employers.

Most Common Federal Posting Requirements

Employee Polygraph Protection Act ("EPPA") Poster. Most private employers must post a notice explaining the EPPA, which prohibits employers from using lie detector tests either for pre-employment screening or during the course of employment. A copy of the notice can be found [here](#).

Equal Employment Opportunity. Employers must post notices that are prepared or approved by the EEOC. This notice should describe the applicable provisions of Title VII, the ADA, and GINA. The EEOC has prepared a poster titled "Equal Employment Opportunity is the Law" which satisfies the equal employment opportunity posting requirement. That poster can be accessed [here](#).

Fair Labor Standards Act ("FLSA"). The Fair Labor Standards Act ("FLSA") requires most public and private employers to post notices that explain the FLSA and address minimum wage requirements. That poster can be accessed [here](#).

Family Medical Leave Act ("FMLA"). The Family Medical Leave Act ("FMLA") requires employers to whom the FMLA applies (i.e., 50+ employees) to post a notice explaining the FMLA's provisions and providing information concerning the procedures for filing complaints of violations. That poster can be accessed [here](#).

Occupational Safety and Health Administration ("OSHA") Poster. All covered employers must post the "OSHA Job Safety and Health: It's the Law" poster outlining workers' rights and employers' obligations under OSHA. The poster can be accessed [here](#).

Uniformed Services Employment and Reemployment Rights Act ("USERRA"). USERRA requires all employers to provide notice of the rights, benefits, and obligations of employees entering military service covered by USERRA and of their employers. That poster can be accessed [here](#).

Most Common Ohio Posting Requirements

Workers' Compensation. Under Ohio's workers' compensation law, employers (i.e. 1+ employees) must post notices that provide the proof of workers' compensation coverage and the date of authorization. Self-insuring employers must post a copy of the Certificate of Employer's Right to Pay Compensation Directly. This poster can be accessed [here](#).



Minimum Wage. Employers are required to post notices describing the current minimum wage under Ohio law. That poster can be accessed [here](#). If an employer earns less than \$342,000 based on gross receipts from the previous year, these businesses are allowed to pay employees at the federal minimum wage.

Employment of Minors. All employers must keep a printed list of all minors employed by the employer. This list must be posted in a place that is frequented the most by the minor employees. That poster can be accessed [here](#).

Fair Employment Practices Law. All employers must post a notice detailing employees' rights under Ohio's anti-discrimination law. This prohibits discrimination based on race, color, religion, sex, military status, national origin, disability, age, or ancestry. That poster can be accessed [here](#).

Public Employee Risk Reduction. All public employers must post a notice informing employees of the protections and obligations provided under the Public Employer Risk Reduction Program Act. That poster can be accessed [here](#).

No Smoking. Employers that are smoke free workplaces need to post a no smoking sign. More information about when and where to post, along with a copy of the poster, can be accessed [here](#).

Buying Posters

One common question about posting requirements is whether they should be purchased through a third party. There are many companies that provide employment law posters that meet the federal and state requirements. Unfortunately, many of these companies charge high prices for the posters. Buying the posters through these companies is beneficial because they provide all posters needed. The posters are also laminated to withstand wear and tear. A more cost-efficient approach is to print out the posters that the federal and state agencies provide. Importantly, several federal and state laws require that the posters remain in good condition for employees to view at all times. This requires laminating the posters or placing them behind glass to ensure that they are well maintained.

Need Legal Advice?

If you are a PBPO client and have questions regarding the content of this article or need legal assistance, please contact us at info@pbpohio.org or (513) 977-0304.

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