

**COLORADO OVERTIME & MINIMUM PAY** STANDARDS ORDER ("COMPS Order") #38, POSTER & NOTICE

Effective 1/1/22: must update annually; new poster available each mid-December

Colorado Minimum Wage: \$12.56/hour, or \$9.54 for Tipped Employees, in 2022 (Rule 3)

 The minimum wage is adjusted each year for inflation, so the above amounts are for only 2022 · All employees must be paid at least the minimum wage (unless exempt in Rule 2), whether paid hourly or another way (salary, commission,

piecework, etc.), except unemancipated minors can be paid 15% under full minimum wage

• Use the highest standard if other labor laws also apply, such as Denver's minimum wage (\$15.87 in 2022)

Overtime: 1½ times regular pay rates for hours over 40 weekly, 12 daily, or 12 consecutive (Rule 4)

• Overtime is required each week over 40 hours, or day over 12, even if 2 or more weeks or days average fewer hours • Employers cannot provide time off ("comp time") instead of time-and-a-half premium pay for overtime hours

• Key variances/exemptions (all are detailed in Rules 2.3-2.4):

• Modified overtime in a small number of health care jobs; exemption for certain heavy vehicle drivers

• No 40-hour weekly overtime in downhill ski/snowboard jobs (but 56-hour overtime for many under federal law) • Agriculture, as of 11/1/22: overtime after 60 hours; half-hour paid break in days over 12 hours, extra pay if over 15

Meal Periods: 30 minutes uninterrupted and duty-free, for shifts over 5 hours (Rule 1.9)

• Can be unpaid, but only if employees are completely relieved of all duties, and allowed to pursue personal activities

• If work makes uninterrupted meal periods impractical, eating on-duty must be permitted, and the time must be paid

• To the extent practical, meal periods must be at least 1 hour after starting and 1 hour before ending shifts

Rest Periods: 10 minutes, paid, every 4 hours (Rule 5.2)

#Work Hours:	Up to 2	>2, up to 6	>6, up to 10	>10, up to 14	>14, up to 18	>18, up to 22	>22
#Rest Periods:	0	1	2	3	4	5	6
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Need not be off-site, but must not include work, and should be in the middle of the 4 hours to the extent practical

• Rest periods are time worked for minimum wage and overtime purposes, and if employers do not authorize and permit rest periods, they must pay extra for time that would have been rest periods, including for non-hourly-paid employees

• In some circumstances, 10-minute rest periods can be divided into two of 5 minutes (Rule 5.2.1)

• Agriculture: certain work requires more breaks; other is exempt (Rule 2.3, & Agricultural Labor Conditions Rules)

Time Worked: Pay for time employers allow performing labor/service for their benefit (Rule 1.9) • All time on-premises, on duty, or at workplaces (but not just letting off-duty employees be on-premises), including:

• putting on/removing work clothes/gear (but not clothes worn outside work), cleanup/setup, or other off-clock duty,

• waiting for assignments at work, or receiving or sharing work-related information,

• security/safety screening, or clocking/checking in or out, or

• waiting for any of the above tasks.

• Travel for employer benefit is time worked; normal home/work travel is not (details in Rule 1.9.2)

Sleep time, if sufficiently uninterrupted and lengthy, can be excluded in certain situations (details in Rule 1.9.3).

Deductions, Credits, Charges, & Withheld Pay (Rule 6, and Article 4 of C.R.S. Title 8)

• Final pay: Owed promptly (if a termination by employer) or at next pay date (if employee resigned)

 Vacation pay: Departing employees must be paid all accrued and unused vacation pay, including paid time off usable for vacation, without deducting or declaring forfeiture based on cause for termination, lack of resignation notice, etc.

• Deductions from pay: Allowed if listed below or in C.R.S. 8-4-105 (including deductions required by law, in a written agreement for the benefit of the employee, for theft in a police report, or for property loss after an audit) • Tip credits: Employers can pay up to \$3.02 under minimum wage (\$9.54 in 2022, or \$12.85 in Denver), if: (a) tips (not mandatory service

charges) raise pay to full minimum, & (b) tips aren't diverted to non-tipped staff/owners

• Meal credits/deductions: Allowed for the cost or value (without employer profit) of voluntarily accepted meals • Lodging credits/deductions: Allowed if housing is voluntarily accepted by the employee, primarily for the employee's (not the employer's)

benefit, recorded in writing, and limited to \$25 or \$100 per week (based on housing type) · Uniforms: Must be provided at no cost unless they are ordinary clothes without special material or design; employers must pay for any special

Exemptions from COMPS (Rule 2.2 lists all; key exemptions are below)

cleaning required, and cannot require deposits or deduct for ordinary wear and tear

• Executives/supervisors, administrators, and professionals paid at least a salary (not hourly wages) of \$45,000 in 2022 (\$50,000 in 2023,

\$55,000 in 2024, then inflation-adjusted), except \$28.92/hour for highly technical computer work

Other highly compensated, non-manual-labor employees paid at least 2.25 the above salary (\$101,250 in 2022)

• 20% owners, or at a nonprofit the highest-paid/highest-ranked employee, if actively engaged in management • Various (not all) types of salespersons, taxi drivers, camp/outdoor education field staff, or property managers

Record-Keeping & Notices of Rights (Rule 7)

• Employers must give all employees (and keep for three years) pay statements that include time worked, pay rate (including any tips and

• This year's poster must be displayed where easily accessible, or if not practical (such as for remote workers), provided within one month of

beginning work and when employees request a copy • Employers must include a copy of this poster, or a COMPS Order, in any employment handbook or manual

• Violation of notice of rights rules (posting or distribution), including by providing information undercutting this poster, may yield fines and/or ineligibility for employee-specific credits, deductions, or exemptions in COMPS

Complaint & Anti-Retaliation Rights (Rule 8)

• Employees can send the Division (contact info below) complaints or tips about violations, or file lawsuits in court

• Employers cannot retaliate against, or interfere with, employees exercising their rights

• Anonymous tips are accepted; anonymity or confidentiality are protected if requested (Wage Protection Rule 4.7) • Owners and other individuals with control over work may be liable for certain violations — not just the business, even if the business is a

corporation, partnership, or other entity separate from its owner(s) (Rule 1.6) · Immigration status is irrelevant to these labor rights: the Division will not ask or report status in investigations or rulings, and it is illegal for

anyone to use immigration status to interfere with these rights (Wage Protection Rule 4.8)

This Poster is a summary and cannot be relied on as complete labor law information. For all rules, fact sheets, translations, questions, or complaints, contact:

**DIVISION OF LABOR STANDARDS & STATISTICS**, ColoradoLaborLaw.gov, cdle labor standards@state.co.us, 303-318-8441 / 888-390-7936

LCO03



Department of Colorado Civil Rights Division

**Colorado Law Prohibits** Discrimination in places of: **PUBLIC ACCOMMODATION** 

C.R.S. § 24-34-601 et seq.

PLACE OF PUBLIC ACCOMMODATION MEANS:

ANY PLACE OF BUSINESS engaged in any SALES to the PUBLIC and ANY PLACE OFFERING SERVICES, FACILITIES, PRIVILEGES, ADVANTAGES, or ACCOMMODATIONS to the PUBLIC

IT IS A DISCRIMINATORY PRACTICE AND UNLAWFUL FOR A PERSON DIRECTLY OR INDIRECTLY TO: REFUSE, WITHHOLD FROM, or DENY to an individual or a group FULL and EQUAL ENJOYMENT of the GOODS, SERVICES, FACILITIES, PRIVILEGES, ADVANTAGES, or ACCOMMODATIONS of a place of public accommodation. BECAUSE OF: DISABILITY, RACE, CREED, COLOR, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, GENDER EXPRESSION, MARITAL STATUS, NATIONAL ORIGIN or ANCESTRY.

SERVICE ANIMALS C.R.S. § 24-34-803:

SERVICE ANIMAL DESIGNATION IS LIMITED TO A DOG OR MINIATURE HORSE — EMOTIONAL SUPPORT ANIMALS ARE NOT SERVICE ANIMALS THE DOG MUST BE INDIVIDUALLY TRAINED TO PERFORM TASK(S) OR WORK RELATED TO A DISABILITY. THE MERE PRESENCE OF THE DOG MEANT TO PROVIDE EMOTIONAL SUPPORT/THERAPY/ AND/OR COMPANIONSHIP IS NOT SUFFICIENT TO MEET THE DEFINITION OF A SERVICE ANIMAL AN ENTITY MAY NOT REQUIRE OR REQUEST A LICENSE. REGISTRATION. OR OTHER DESIGNATION CONFIRMING STATUS AS A SERVICE ANIMAL.

AN ENTITY MAY MAKE THE FOLLOWING INQUIRIES: 1.) IS THIS DOG A SERVICE ANIMAL TRAINED TO PERFORM A TASK(S) OR WORK RELATED TO A DISABILITY?

2.) WHAT IS THE TASK OR WORK THE DOG IS TRAINED TO PERFORM? A SERVICE ANIMAL MUST BE UNDER THE CONTROL OF ITS HANDLER AT ALL TIMES. THE HANDLER IS RESPONSIBLE FOR THE CARE OF THE SERVICE ANIMAL, INCLUDING TOILETING, FEEDING, AND OTHERWISE CARING FOR THE DOG.

A SERVICE ANIMAL MAY BE DENIED ENTRY IF ITS PRESENCE WOULD RESULT IN A FUNDAMENTAL ALTERATION OF THE NATURE OF THE ENTITIES OPERATIONS AND/OR MAINTENANCE OF A STERILE ENVIRONMENT. THE MERE PRESENCE OF A SERVICE ANIMAL IS NOT GROUNDS FOR A VIOLATION OF THE HEALTH CODE. SERVICE ANIMALS MUST BE ALLOWED IN DINING AREAS AND IN SELF SERVICE FOOD LINES. AN ENTITY MAY NOT CHARGE FEES FOR ALLOWING A SERVICE ANIMAL TO BE PRESENT.

**RETALIATION PROHIBITED:** 

A PERSON WHO OPPOSES DISCRIMINATION. OR WHO PARTICIPATES IN THE INVESTIGATION OF DISCRIMINATION HAS ENGAGED IN PROTECTED ACTIVITY AND RETALIATION FOR ENGAGING IN A PROTECTED ACTIVITY IS PROHIBITED BY COLORADO LAW.

COLO. CIVIL RIGHTS COMM'N RULE 20.4 — DISCRIMINATORY SIGNAGE

IN PLACES OF PUBLIC ACCOMMODATION: No person shall post or permit to be posted in any place of public accommodation any sign which states or implies the following:

"WE RESERVE THE RIGHT TO REFUSE SERVICE TO ANYONE" — 3CCR708-1

CROWN Act of 2020: Discrimination on the basis of one's race includes hair texture, hair type, or a protective hairstyle commonly or historically associated with race, such as braids,

TO FILE A COMPLAINT OF DISCRIMINATION, OR FOR MORE INFORMATION CONTACT THE COLORADO CIVIL RIGHTS DIVISION; 1560 BROADWAY, LOBBY WELCOME CENTER, **SUITE #110, DENVER, CO 80202** 

locs, twists, tight coils or curls, cornrows, Bantu knots, Afros, and headwraps. eff. 9/13/20

MAIN PHONE: 303-894-2997; HOTLINE ESPANOL: 720-432-4294; TOLL-FREE: 800-262-4845; V/TTD RELAY: 711; FAX: 303-894-7830; EMAIL: DORA\_CCRD@STATE.CO.US;

PUBLIC ACCOMMODATION DISCRIMINATION COMPLAINTS MUST BE FILED WITHIN SIXTY (60) DAYS AFTER THE

ALLEGED DISCRIMINATORY ACT OCCURRED.

sion Director, Aubrey Elenis, Esq.

ccrd.colorado.gov



# **Colorado Law Prohibits** Discrimination in:

# **EMPLOYMENT**

C.R.S. § 24-34-401 et seg.

IT SHALL BE A DISCRIMINATORY OR UNFAIR EMPLOYMENT PRACTICE: to REFUSE TO HIRE, to DISCHARGE, to PROMOTE or DEMOTE, to HARASS during the course of employment, or to discriminate IN MATTERS of COMPENSATION, TERMS, CONDITIONS, or PRIVILEGES of employment.

#### **BECAUSE OF:**

DISABILITY, RACE, CREED, COLOR, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, GENDER EXPRESSION, RELIGION, AGE, NATIONAL ORIGIN or ANCESTRY, or, in certain circumstances, MARRIAGE TO A COWORKER.

### **REASONABLE ACCOMMODATIONS FOR DISABILITIES:**

An employee with a disability is entitled to a reasonable accommodation(s) which is necessary to perform the essential functions of the job. An accommodation is not reasonable if its provision would result in an undue hardship on the employer's business.

#### PREGNANT WORKERS FAIRNESS ACT — C.R.S. § 24-34-402.3

An employee with a disability is entitled to a reasonable accommodation(s) which is necessary to perform the essential functions of the job. An accommodation is not reasonable if its provision would result in an undue hardship on the employer's business.

#### RETALIATION PROHIBITED — C.R.S. § 24-34-402(e)

It is a discriminatory act to retaliate against a person who opposes a discriminatory practice or who participates in a discrimination investigation, proceeding or hearing.

### SHARING WAGE INFORMATION PROTECTED — C.R.S. § 24-34-402(i)

An employer shall not discharge, discipline, discriminate against, coerce, intimidate, threaten, or interfere with an employee or person due to an inquiry, disclosure or discussion of wages. An employer shall not require an employee to waive the right to disclose wage information.

#### CROWN Act of 2020:

Discrimination on the basis of one's race includes hair texture, hair type, or a protective hairstyle commonly or historically associated with race, such as braids, locs, twists, tight coils or curls, cornrows, Bantu knots, Afros, and headwraps. eff. 9/13/20.

TO FILE A COMPLAINT OF DISCRIMINATION, OR FOR MORE INFORMATION CONTACT THE COLORADO CIVIL RIGHTS DIVISION; 1560 BROADWAY, LOBBY WELCOME CENTER, SUITE # 110, **DENVER. CO 80202** 

MAIN PHONE: 303-894-2997; HOTLINE ESPANOL: 720-432-4294; TOLL-FREE: 800-262-4845; V/TTD RELAY: 711; FAX: 303-894-7830; EMAIL: DORA\_CCRD@STATE.CO.US

CLAIMS ASSERTING EMPLOYMENT DISCRIMINATION MUST BE FILED AS A FORMAL COMPLAINT WITHIN 300-DAYS\* FROM NOTICE OF THE **EMPLOYMENT ACTION.** 

\*With respect to discriminatory Employment incidents occurring on or before August 9, 2022, a statutory six (6) month filing deadline applies.

ccrd.colorado.gov

LCO04



### **NOTICE TO WORKERS**

#### YOU HAVE THE RIGHT TO BE: Properly classified as an employee or an independent contractor

Paid accurately and timely for the services you perform

There are resources available to you if you believe you are being subject to improper classification or inaccurate payment practices by your employer. For more information, go to

Employers are required to follow the law when paying hourly wages, overtime, and properly covering you for unemployment insurance and workers' compensation purposes. As a worker, you have certain rights as an employee vs. independent contractor.

Improper classification (often called misclassification) of employees as independent contractors

and other labor law violations create many problems, both for law-abiding businesses and for workers in Colorado. If you believe you have been improperly classified as an independent contractor and are really performing duties that fit the criteria of an employee, visit colorado.gov/cdle/TipForm, or call

us at 303-318-9100 and select Option 4. To be classified as an employee, you must meet the criteria in Colorado Revised Statute 8-70-115. You can read the law online and find out more at coloradoui.gov/ProperClassification.

As an employee, you are entitled to unemployment insurance benefits if you become unemployed through no fault of your own. Your employer contributes to unemployment insurance and cannot deduct this from your wages. If you become unemployed and wish to file for unemployment insurance benefits, go to

coloradoui.gov and click on File a Claim. If your hours of work and pay are reduced, you may be entitled to partial unemployment benefits.

If you cannot access a computer, call one of the following numbers: 303-318-9000 (Denvermetro area) or 1-800-388-5515 (outside Denver-metro area); hearing impaired 303-318-9016 (TDD Denver-metro area) or 1-800-894-7730 (TDD outside Denver-metro area).

# **EMPLOYERS ARE REQUIRED BY LAW TO POST THIS NOTICE**

Colorado Employment Security Act, 8-74-101(2); Regulations Concerning Employment Security 7.3.1 through 7.3.5 Employers can download copies of this poster at coloradoui.gov/employer, then click on Forms / Publications.

IT STARTS WITH YOU Building a better Colorado

### **Colorado Family and Medical Leave Insurance** - (FAMLI)



Beginning in 2024, Colorado's paid family and medical leave insurance (FAMLI) program will provide paid time off when you face life circumstances that pull you away from your job — like growing your family or caring for a loved one with a serious health condition.

weeks.

benefit.

# How does it work?

covered circumstances:

Beginning on January 1, 2024, nearly every Colorado worker who earns at least \$2,500 in yearly wages within the state will be eligible to take paid family and medical leave during

- To care for a new child, including adopted and fostered children To care for themselves, if they have a
- serious health condition To care for a family member with a serious
- health condition To make arrangements for a family member's military deployment

impact of domestic violence and/or sexual assault. Depending on your income, when using paid leave, you will receive between 37% and 90%

To address the immediate safety needs and

capped at \$1,100 per week. Most workers are eligible to receive up to 12 weeks of paid family and medical leave.

of your normal weekly wages. Benefits are Once you have served in your job for at least 180 days (about six months), your job is protected under the law. As long as you are Those who experience pregnancy or childbirth

This poster is a summary and cannot be relied on as complete labor law information.

eligible and qualify to use paid leave, your employer cannot prevent you from taking it, and cannot penalize or fire you for taking paid

complications may receive an additional four

Contributions to Colorado's FAMLI program

workers. Beginning on January 1, 2023, your

of your pay to cover your portion of the FAMLI

premium, though some employers may choose

to cover some or all of your share as an added

Eligible Colorado workers have the right to

take paid family and medical leave for covered

circumstances. The leave benefit is "portable"

and is not dependent on the amount of time you have worked for a specific employer or the

employer may begin deducting up to 0.45%

will be shared between employers and

Who pays for FAMLI?

What are my rights?

size of your company.

COLORADO
Family and Medical James For more information, or to estimate your premiums or benefits, please visit famili colorado gov.



### **Colorado Workplace Public Health Rights Poster:** PAID LEAVE, WHISTLEBLOWING, &

Updated June 1, 2022: may be updated annually; up - to - date poster available each mid -December

### THE HEALTHY FAMILIES & WORKPLACES ACT ("HFWA"): Paid Leave Rights Coverage: All Colorado employers, of any size, must provide paid leave

PROTECTIVE EQUIPMENT

• Employees earn 1 hour of paid leave per 30 hours worked ("accrued leave"), up to 48 hours a year. • Up to 80 hours of supplemental leave applies in a public health emergency (PHE), until 4 weeks after the PHE

Employees are required to be paid their regular pay rate during leave, and the employer must continue their

Up to 48 hours of unused accrued leave carries over for use the next year. • For details on specific situations (irregular hours, non-hourly pay, etc.), see Wage Protection Rule 3.5, 7 CCR

(1) a mental or physical illness, injury, or health condition that prevents work, including diagnosis or preventive (2) domestic abuse, sexual assault, or criminal harassment leading to health, relocation, legal, or other services

Employees can use accrued leave for the following safety or health needs:

(3) caring for a family member experiencing a condition described in category (1) or (2); or

(4) in a PHE, a public official closed the workplace, or the school or place of care of the employee's child. In a public health emergency (PHE), employees can use supplemental PHE leave for the following needs\*:

(1) self-isolating or work exclusion due to exposure, symptoms, or diagnosis of the communicable illness in the

(2) seeking a diagnosis, treatment, or care (including preventive care) of such an illness; (3) being unable to work due to a health condition that may increase susceptibility to or risk of such an illness; or (4) caring for a child or other family in category (1)-(3), or whose school or child care is unavailable due to the

During a PHE, employees still earn up to 48 hours of accrued leave and may use supplemental leave before

Employer Policies (Notice; Documentation; Incremental Use; Privacy; and Paid Leave Records) • Written notice and posters. Employers must (1) provide notice to new employees no later than other

onboarding documents/policies; and (2) display updated posters, and provide updated notices to current employees, by end of year. Notice for "foreseeable" leave. Employers may adopt "reasonable procedures" in writing as to how employees should provide notice if they require "foreseeable" leave, but cannot deny paid leave for noncompliance with

An employer can require documentation to show that accrued leave was for a qualifying reason only if leave was or four or more consecutive work days (i.e. days when an employee would have worked, not

**Documentation is not required to** *take* **accrued leave,** but can be required as soon as an employee returns to work or separates from work (whichever is sooner). No documentation can be required for PHE leave.

To document leave for an employee's (or an employee's family member's) health-related need, an employee may provide: (1) a document from a health or social services provider if services were received and document can be obtained in reasonable time and without added expense; otherwise (2) the employee's own

To document that an employee (or an employee's family member) required leave for a need related to domestic abuse, sexual assault, or criminal harassment, an employee may provide: a document or writing under (1) above (e.g. from a provider of legal or shelter services) or (2) above, or a legal document (e.g., a restraining order or police report).

If an employer reasonably deems an employee's documentation deficient, the employer must: (A) notify the employee within seven days of either receiving the documentation or the employee's return to work or separation (whichever is sooner), and (B) give the employee at least seven days to cure the deficiency.

Employee Privacy. Employers cannot require employees to disclose "details" about an employee's (or their family's) HFWA-related health or safety information; such information must be treated as a confidential

Incremental Use. Depending on employer policy, employees can use leave in either hourly or six-minute

Records must be retained and provided upon request. Employers must provide documentation of the current amount of paid leave employees have (1) available for use, and (2) already used during the current benefit year, including any supplemental PHE leave. Information may be requested once per month or when the need for HFWA leave arises.

Retaliation or Interference with HFWA Rights Paid leave cannot be counted as an "absence" that may result in firing or another kind of adverse action.

An employee can't be required to find a "replacement worker" or job coverage when taking paid leave. An employer cannot fire, threaten, or otherwise retaliate against, or interfere with use of leave by, an employee who: (1) requests or takes HFWA leave; (2) informs or assists another person in exercising HFWA

rights; (3) files a HFWA complaint; or (4) cooperates/assists in investigation of a HFWA violation. If an employee's reasonable, good-faith HFWA complaint, request, or other activity is incorrect, an employer need not agree or grant it, but cannot act against the employee for it. Employees can face consequences for misusing leave.

PROTECTED HEALTH/SAFETY EXPRESSION & WHISTLEBLOWING ("PHEW"): Worker Rights to Express Workplace Health/Safety Concerns & Use Protective

**Coverage: All Employers and Employees, Plus Certain Independent Contractors** PHEW covers not just "employers" and "employees," but all "principals" (an employer or a business with

**Equipment** 

at least 5 independent contractors) and "workers" (employees or independent contractors working for a

Worker Rights to Oppose Workplace Health/Safety Violations:

It is unlawful to **retaliate against**, **or interfere with**, the following acts: (1) raising reasonable concerns, including informally, to the principal, other workers, the government, or the public, about workplace violations of government health or safety rules, or a significant workplace health or

(2) opposing or testifying, assisting, or participating in an investigation or proceeding about retaliation for, or interference with, the above-listed conduct.

A principal need not address a worker's PHEW-related concern, but it still cannot fire or take other action against the worker for raising such a concern, as long as the concern was reasonable and in good-faith.

Workers' Rights to Use Their Own Personal Protective Equipment ("PPE"):

A worker must be allowed to voluntarily wear their own PPE (mask, faceguard, gloves, etc.) if the PPE (1)

Report violations to the Division as complaints or anonymous tips, or file in court after exhausting pre-lawsuit

This Poster summarizes two Colorado workplace public health laws, SB 20-205 (paid leave) & HB 20-1415

(whistleblowing & personal protective equipment). It does not cover other health or safety laws, rules, and

provides more protection than equipment provided at the workplace, (2) is recommended by a government health agency (federal, state, or local), and (3) does not make the worker unable to do the job. **COMPLAINT RIGHTS (under both HFWA & PHEW)** 

orders, including under the federal Occupational Safety and Health Act (OSHA), from the Colorado Department of Public Health and Environment (CDPHE), or from local public health agencies. Contact those agencies for such health and safety information.

This poster must be displayed where easily accessible to workers, shared with remote workers, provided in other languages as needed, and replaced with any annually updated versions. This Poster is a summary and cannot be relied on as complete labor law information. For all rules, fact sheets, translations, questions, or complaints, or for the status of the public health emergency (\*a

qualifying emergency remains in effect as of June 2022), contact: DIVISION OF LABOR STANDARDS & STATISTICS, ColoradoLaborLaw.gov, cdle\_labor\_standards@

state.co.us, 303-318-8441 / 888-390-7936.

"principal").

COLORADO DEPARTMENT OF LABOR AND EMPLOYMENT **DIVISION OF LABOR** 

# **NOTICE OF PAYDAYS**

In accordance with 8-4-107, C.R.S.:

www.colorado.gov/cdle/labor

Every employer shall post and keep posted conspicuously at the place of work if practicable, or otherwise where it can be seen as employees come or go to their places of work, or at the office or nearest agency for payment kept by the employer a notice specifying the regular paydays and the time and place of payment, in accordance with the provisions of section 8-4-103, and also any changes concerning them that may occur

Pay periods can be no greater duration than a calendar month or 30 days, whichever is longer. Paydays must occur no later than 10 days following the close of each pay period. 8-4-103, C.R.S.

**EMPLOYEES ARE PAID ON REGULAR PAYDAYS AS FOLLOWS:** 

Place:

Time:

This form is provided as a courtesy by the Colorado Division of Labor. Other Notice of Paydays Posters may be acceptable provided that they contain the elements and information required by 8-4-107, C.R.S. LCO06

<u>Compliance Check</u> √ Scan this code with your smartphone to verify compliance.







9/2021