

STATE POSTING REQUIREMENTS FOR WEST VIRGINIA STATE GOVERNMENT AGENCIES

Prepared by the West Virginia Division of Personnel (Updated January 2016)

POSTER(S)	POSTING REQUIREMENT(S)	POSTER SUPPLY SOURCE(S)
The following postings are required for agencies of West Virginia State Government either by State law or by the Division of Personnel.		
Drug- and Alcohol-Free Workplace Policy	Division of Personnel Policy DOP-P2, Revised October 1, 2004	Print the policy at: www.personnel.wv.gov/rules/policies/pages/default.aspx .
The Human Rights Act Prohibits Discrimination (HRA)	WV Code § 5-11-17	Print the poster: www.hrc.wv.gov/Links/Documents/WVHRC%20EMPLOYMENT%20and%20PA%20POSTER.pdf
Minimum Wage and Maximum Hours Law (MWMH)	WV Code § 21-5-9 Revised 01/15/2015	Print the poster: www.wvlabor.com/newwebsite/pages/posters.html
Notice to Employees Unemployment Benefits (UB) Form #WVUC-B-59	WV Code § 21A-6-10 Revised 07/06/2008	Order the poster: www.wvcommerce.org/business/workforcewv/employers/affirmative_action/labor-law.aspx
Prohibited Workplace Harassment Policy	Division of Personnel Policy DOP-P6, Revised December 1, 2011	Print the policy at: www.personnel.wv.gov/rules/policies/pages/default.aspx .
Smoking Restrictions in the Workplace Posters	Division of Personnel Policy DOP-P1, Rev. May 1, 2011; New Poster April 2013	Two versions available – choose the appropriate one for your location. Print the posters at: www.personnel.wv.gov/rules/policies/pages/default.aspx
Wage Payment and Collection ACT (WPCA)	WV Code § 21-5C-9, Revised June 2015	Print the poster: www.wvlabor.com/newwebsite/pages/posters.html

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West Virginia Parental Leave Act (State Government and County Boards of Education only)	WV Code § 21-5D-9 Revised 01/2005	<p>Order by mail or phone: WV Division of Labor Wage and Hour Section 1900 Kanawha Blvd., E. Charleston, WV 25305 PH: 304-558-7890</p> <p>Print online at: www.wvlabor.com/newwebsite/Documents/WV DOL%20Parental%20Leave%20Act%20Poster.pdf</p>
Workers' Compensation Insurance Contact Information	WV Code § 23-2C-15	Contact the West Virginia Offices of the Insurance Commissioner for information regarding Workers' Compensation Carriers (304-558-3386).
Workplace Security Policy and Poster	Division of Personnel Policy DOP-P15, Revised July 1, 2002	<p>Print the policy at: www.personnel.wv.gov/rules/policies/pages/default.aspx.</p> <p>NOTE REGARDING WORKPLACE SECURITY POSTER: The Workplace Security poster is in the process of being revised. A link will be provided here when the new poster is finalized. Please check back.</p> <p>For questions, call the Division of Personnel's Employee Relations unit at 304-558-3950 ext. 57209.</p>

Continue with next pages for Federal posting requirements

FEDERAL POSTING REQUIREMENTS

Prepared by the West Virginia Division of Personnel (Updated August 2013)

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NOTE: The FLSA, FMLA, EEO, USERRA, OSHA, and EPPA federal posters are contained in the WorkForce WV, Equal Employment Opportunity Office's "Poster Packet." See ordering information below.		
EEO Equal Employment Opportunity is the Law	Revised 11/2009	<p>To order Poster Packets by mail or phone: WorkForce WV Equal Opportunity Office 1321 Plaza East Charleston, WV 25305 PH: 304-558-1600</p> <p>For individual FLSA, FMLA, EEO, AND USERRA posters and information: www.dol.gov/oasam/programs/osdbu/sbrefa/poster/matrix.htm</p>
FLSA Your Rights Under the Fair Labor Standards Act	Revised 07/2009 The 07/2007 poster is acceptable	
FMLA Your Rights Under the Family and Medical Leave Act of 1993	Revised 02/2013	
USERRA Uniformed Services Employment and Re-employment Rights Act	Revised 10/2008	
EPPA Employee Polygraph Protection Act	NOT REQUIRED TO POST	
OSHA Occupational Safety and Health Act	NOT REQUIRED TO POST	<p>NOTE: The Employee Polygraph Protection Act poster does not apply to states or political subdivisions of states.</p> <p>NOTE: The Occupational Safety and Health Act poster does not apply to states or political subdivisions of states.</p>