



Illinois Department of Employment Security

NOTICE to workers about Unemployment Insurance Benefits

THE POSTING OF THIS NOTICE IS REQUIRED BY THE ILLINOIS UNEMPLOYMENT INSURANCE ACT.

FILING A CLAIM

The Illinois Unemployment Insurance Act provides for the payment of benefits to eligible unemployed workers and for the collection of employer contributions from liable employers. It is designed to provide living expenses while new employment is sought. Claims should be filed as soon as possible after separation from employment. Claims can be filed online at www.ides.illinois.gov or at the nearest Illinois Department of Employment Security office to the worker's home. To be eligible for benefits, an unemployed individual must be available for work, able to work and actively seeking work and, in addition, must not be disqualified under any provisions of the Illinois Unemployment Insurance Act.

If Your Benefit Year Begins:	Your Base Period Will Be:
This year between:	Last year between:
Jan. 1 and March 31	Jan. 1 and Sept. 30 and the year before between Oct. 1 and Dec. 31
This year between:	Last year between:
April 1 and June 30	Jan. 1 and Dec. 31
This year between:	Last year between:
July 1 and Sept. 30	April 1 and Dec. 31 and this year between Jan. 1 and March 31
This year between:	Last year between:
Oct. 1 and Dec. 31	July 1 and Dec. 31 and this year between Jan. 1 and June 30

A claimant may also be entitled to receive, in addition to the weekly benefit amount, an allowance for a non-working spouse or a dependent child or children. The allowance is a percentage of the average weekly wage of the claimant or his or her base period. The weekly benefit amount plus any allowance for a dependent make up the total amount payable.

In order to be monetarily eligible, a claimant must be paid a minimum of \$1,600 during the base period with at least \$440 of that amount being paid outside the highest calendar quarter.

REPORTING TIPS

Each employer who receives tips must report those tips to employers on a written statement or on Form UC-51, "Employer's Report of Tips," in duplicate. Employers can furnish this form on request. The report shall be submitted on the day the wages are paid, or not later than the next payday, and shall include the amount of tips received during the pay period.

TAXATION OF BENEFITS

Unemployment insurance benefits are taxable if you are required to file a state or federal income tax return. You may choose to have federal and/or Illinois state income tax withheld from your weekly benefits. Since benefits are not subject to mandatory income tax withholding, if you do not choose to withhold, you may be required to make estimated tax payments using Internal Revenue Service Form 1040 ES and Illinois Department of Revenue Form IL-1040-ES.

BENEFITS

Every claimant who files a new claim for unemployment insurance benefits must serve an unpaid waiting week for which he/she filed and is otherwise eligible. The claimant's weekly benefit amount is usually a percentage of the worker's average weekly wage. The worker's average weekly wage is computed by dividing the wages paid during the two highest quarters of the base period by 26. The maximum weekly benefit amount is a percentage of the statewide average weekly wage. The minimum weekly benefit amount is \$51. The statewide average weekly wage is calculated each year.

For additional information, call these toll-free numbers:
Internal Revenue Service 1-800-829-1040
Illinois Department of Revenue 1-800-772-8866

This poster fulfills all posting requirements for the Illinois Department of Employment Security.
EMPLOYERS ARE REQUIRED TO POST THIS NOTICE IN A CONSPICUOUS PLACE FOR ALL EMPLOYEES. (94-712)

PREGNANCY and your RIGHTS in the WORKPLACE

Are you pregnant, recovering from childbirth, or do you have a medical or common condition related to pregnancy?

- | If so, you have the right to: | Your employer cannot: |
|---|---|
| <ul style="list-style-type: none"> Ask your employer for a reasonable accommodation for your pregnancy, such as more frequent bathroom breaks, assistance with heavy work, a private space for expressing milk, or time off to recover from your pregnancy. Reject an unauthorized accommodation offered by your employer for your pregnancy. Continue working during your pregnancy if a reasonable accommodation is available which would allow you to continue performing your job. | <ul style="list-style-type: none"> Discriminate against you because of your pregnancy. Retaliate against you because you requested a reasonable accommodation. It is illegal for your employer to fire you, refuse to hire you or to refuse to provide you with a reasonable accommodation because of your pregnancy. For more information regarding your rights, download the Illinois Department of Human Rights' fact sheet on our website at www.illinois.gov. |

For immediate help or if you have questions regarding your rights, Call (312) 814-6200 or (217) 785-5100 or (866) 740-3953 (TTY)

State of Illinois		SPRINGFIELD OFFICE	
Illinois Department of Human Rights		222 South College St., Room 101-A	
Chicago, IL 60601 (312) 814-6200		Springfield, IL 62778 (217) 785-5100	
The charge process may be initiated by completing the form at: http://www.illinois.gov/dhr (8/17)			

WORKERS' COMPENSATION

A system of benefits provided by law to most workers who have job-related injuries or illnesses. Benefits are paid for injuries that are caused, in whole or in part, by an employer's negligence. This may include the aggravation of a pre-existing condition, injuries brought on by the repetitive use of a part of the body, heat stroke, or any other physical problem caused by work. Benefits are paid regardless of fault.

IF YOU HAVE A WORK-RELATED INJURY OR ILLNESS, TAKE THE FOLLOWING STEPS:

- GET MEDICAL ASSISTANCE.** By law, your employer must pay for all necessary medical services required to cure or relieve the effects of the injury or illness. When necessary, the employer must pay for physical, mental, or vocational rehabilitation, within prescribed limits. The employer may choose how physical, surgical, or hospital care, if the employer notifies you that it has approved Preferred Provider Program for workers' compensation, the PPP covers all cost of your two choices of providers.
- NOTIFY YOUR EMPLOYER.** You must notify your employer of the accidental injury or illness within 45 days, after only up to 90 days. To avoid possible delays, it is recommended the notice also include your name, address, telephone number, Social Security number, and a brief description of the injury or illness.
- LEARN YOUR RIGHTS.** Your employer is required by law to report accidents that result in more than three lost work days to the Workers' Compensation Commission. Once the accident is reported, you should receive a handbook that explains the law, benefits, and procedures. If you need a handbook, please go to the Commission or go to the Web site.

If you must take time from work to recover from the injury or illness, you may be entitled to receive weekly payments and necessary medical care until you are able to return to work that is reasonably available to you.

It is against the law for an employer to harass, discharge, refuse to rehire or in any way discriminate against an employee for exercising his or her rights under the Workers' Compensation or Occupational Diseases Act. If you file a fraudulent claim, you may be penalized under the law.

KEEP WITHIN THE TIME LIMITS. Generally, claims must be filed within three years of the injury or disablement or from an occupational disease, or within two years of the last workers' compensation payment, whichever is later. Claims for pneumoconiosis, radiological exposure, asbestos, or similar diseases have special requirements. Injured workers have the right to reopen their case within 30 months after an award is made if the disability increases, but cases that are resolved by a lump-sum settlement contract approved by the Commission cannot be reopened. Only settlements approved by the Commission are binding.

For more information, go to the Illinois Workers' Compensation Commission's Web site or call any office:

Toll-free: 866-232-3933	Chicago: 312-814-6211	Peoria: 312-814-6211	Springfield: 217-785-7087
Web site: www.illinois.gov	Carmi/Weir: 618/346-3450	Rockford: 815/367-7292	TTD (Sight): 312/814-4059

BY LAW, EMPLOYERS MUST DISPLAY THIS NOTICE IN A PROMINENT PLACE IN EACH WORKPLACE AND COMPLETE THE INFORMATION BELOW.	
Party handling workers' compensation claims	
Business address	
Business phone	
Effective date	Termination date
Policy number	Employer's FEIN

Notice to Employers / Employees

Your state has the lowest minimum wage law which requires posting a notice regarding discrimination and Equal Employment Opportunity. (Please note that Federal Minimum Wage varies from the U.S. Dept. of Labor Fair Labor Standards Act in addition to this state posting to the Dept. of Labor where Federal law state law have different minimum wage rates, the higher standard apply.)

You Have the Right to be Free from Job Discrimination and Sexual Harassment.

The Illinois Human Rights Act states that you have the right to be free from unlawful discrimination and sexual harassment. (Please note that Federal Minimum Wage varies from the U.S. Dept. of Labor Fair Labor Standards Act in addition to this state posting to the Dept. of Labor where Federal law state law have different minimum wage rates, the higher standard apply.)

This Posting is for Informational Purposes Only

REASONABLE ACCOMMODATIONS

You also have the right to reasonable accommodations based on pregnancy and disability. This means you can ask for reasonable changes to your job if needed because you are pregnant or disabled.

RETALIATION

It is also unlawful for employers to treat people differently because they have reported discrimination, participated in an investigation, or helped others exercise their right to complain about discrimination.

- **Tippee Discrimination:** Must be paid at least 60% of the applicable minimum wage. If an employer's pay is combined with the wage from the employer it does not equal the minimum wage, the employer must make up the difference.
- **Over time:** Most hourly employees and some salaried employees are covered by the overtime law and must be compensated at 1.5 times their regular pay for hours worked over 40 in a workweek.
- **Unpaid Wages:** Must be paid to employees who are covered by the overtime law and must be compensated at 1.5 times their regular pay for hours worked over 40 in a workweek.
- **Wage Payment and Collection Act:**
 - Employees must receive their final compensation, including earned wages, vacation pay, commissions and bonuses on their next regularly scheduled payday.
 - Unauthorized deductions from paychecks are not allowed except as specified by law.
 - Employees must reimburse employees for all necessary expenditures or losses incurred by an employee during the scope of employment and related to services performed for the employer. Employee must submit reimbursement request within 30 calendar days unless an employer policy allows for additional time to submit.

Department of Labor of Illinois

Victims' Economic Security and Safety Act (Vessa)

Required Posting for Employers

Vessa provides employees who are victims of domestic violence, sexual violence, or gender violence, or any other crime of violence, and employees who have a family or household member who is a victim of such violence, with unpaid, job-protected leave, reasonable accommodations, and protection from discrimination and retaliation.

This Act may be used if the employer is the employer or the employer's household member is:

- experiencing an incident of domestic violence, sexual violence, or gender violence, or any other crime of violence;
- recovering from the violence;
- seeking or seeking medical help, legal assistance (including participation in legal proceedings), or any other form of violence, or any other violence;
- temporarily or permanently residing or
- to take other actions to increase the safety of the victim from future domestic, sexual, or gender violence, or any other crime of violence, or to ensure personal security.

NOTICE - Employees must provide the employer with at least 48 hours prior notice, unless a reasonable excuse is not practicable. If an employee is unable to provide advance notice, an employer must provide notice to the employee's close family member, a responsible person of their home, or the absence.

CERTIFICATION - An employer may require the employee to provide certification of the domestic, sexual, or gender violence, or any other crime of violence, and that leave is to address the violence. Certification may include a sworn statement of the employee and other documentation such as a letter from a victim services organization, a court order, or an order of protection.

DURATION OF LEAVE - Vessa provides that employees working for an employer with at least 15 employees, but no more than 15 employees, are entitled to a total of 5 workdays of unpaid leave during any 12-month period. Employees working for an employer with at least 15, but no more than 49 employees, are entitled to a total of 5 workdays of unpaid leave during any 12-month period. Employees working for an employer with at least 50 employees are entitled to a total of 12 workdays of unpaid leave during any 12-month period.

Leave permitted during a 12-month period under the act based on number of employees:

Number of employees	Leave permitted
1-14 employees	4 weeks
15-49 employees	8 weeks
50 or more employees	12 weeks

Leave may be taken consecutively, intermittently, or on a reduced work schedule basis.

For information on filing a complaint please call: 312-793-6797 or visit the website: <http://www.illinois.gov>

ACCOMMODATIONS - Vessa provides that employees are entitled to reasonable accommodations to address the needs of the victim. Accommodations include, but are not limited to, an adjustment to the job assignment, workplace flexibility, work requirements, or telephone number, setting assignment, or physical security of the work area.

DISCRIMINATION AND RETALIATION - Vessa prohibits employers from discriminating, retaliating, or otherwise treating an employee or job applicant unfavorably if the individual is:

- In or is proposed to be a victim of domestic, sexual, or gender violence, or any other crime of violence;
- Absent, participating in, proposed to be, requested leave to attend, participate in, or prepare for a criminal or civil court or administrative proceeding relating to domestic, sexual, or gender violence, or any other crime of violence;
- Requested or has VESSA leave for any reason;
- Requested an accommodation, regardless of whether the accommodation was granted;
- Retaliated or has VESSA leave for any reason.

LABOR/ILLINOIS GOV - DOL_QUESTIONS@ILLINOIS.GOV

Urbana/Tyne Plaza, 508 South Third Street, Suite 400, Springfield, Illinois 62778 (217) 782-4200 Fax (217) 782-6266	Michael A. Blanks Building, 100 North LaSalle, Suite C-1300, Chicago, Illinois 60601-3910 Fax (312) 793-6297	Regional Office Building, 2300 West Main Street, Suite 110, Chicago, Illinois 60610-2959 Fax (312) 793-7000 Fax (312) 793-6297
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State of Illinois - Department of Labor

Your Rights Under Illinois Employment Laws

Wage Increases Schedule

Effective Jan. 1, 2022 \$12.00
Effective Jan. 1, 2023 \$13.00
Effective Jan. 1, 2024 \$14.00
Effective Jan. 1, 2025 \$15.00

- Minimum Wage \$12.00 per hour (Effective Jan. 1, 2022) and Overtime**
Hotline: 1-800-478-3998
- **Coverage:** Applies to employers with 7 or more employees. Domestic workers are covered even if the employer only has 1 worker. Certain workers are not covered by the Minimum Wage Law and some workers may be paid less than the minimum wage under limited conditions. For more information, visit our website. (See Wage Increases Schedule above.)
 - **Typed Employees:** Must be paid at least 60% of the applicable minimum wage. If an employer's pay is combined with the wage from the employer it does not equal the minimum wage, the employer must make up the difference.
 - **Over time:** Most hourly employees and some salaried employees are covered by the overtime law and must be compensated at 1.5 times their regular pay for hours worked over 40 in a workweek.
 - **Unpaid Wages:** Must be paid to employees who are covered by the overtime law and must be compensated at 1.5 times their regular pay for hours worked over 40 in a workweek.

Equal Pay Act
Hotline: 1-866-372-4365

Requires employers to pay equal wages to men and women doing the same or substantially similar work, unless such wage differences are based upon a seniority system, a merit system, or a factor other than gender.

Employers and employment agencies are banned from asking applicants past work and compensation history.

Employers may disclose or discuss their own salaries, benefits, and other compensation with their co-workers and colleagues.

Employers are not allowed to pay less to African American employees versus a non-African American employee.

Certain employees of large businesses may request respiratory history for their job title from IOCL.

Violent Crime Victims' Leave
Hotline: 1-866-372-4365

Provides employees who are victims of domestic violence, or sexual violence, or other crimes of violence, or who have family members who are victims with up to 12 weeks of unpaid leave during a 12-month period.

Meal and Rest Periods
Hotline: 1-312-793-2804

One Day Rest in Seven Act

- Provides employees with 24 consecutive hours of rest each calendar week.
- Employees may obtain permits from the Department allowing employees to voluntarily work seven consecutive days.
- Employees working 7½ consecutive hours must be allowed a meal period of at least 20 minutes no later than 5 hours after the start of the work shift.
- A 30-minute rest period is provided no later than the fifth hour of work.

This is a summary of laws that establishes Illinois Department of Labor posting requirements. For a complete text of the laws, visit our website at: www.illinois.gov

For more information or to file a complaint, contact us at: 524 South 2nd St., Suite 400, Springfield, IL 62701 • Springfield 217-782-6206 160 N. LaSalle, St. Suite C-1300, Chicago, IL 60601 • Chicago 312-793-2800 Marion 618-995-7090

THIS POSTER MUST BE DISPLAYED WHERE EMPLOYEES CAN EASILY SEE IT. 1821

YOUR RIGHTS UNDER THE ILLINOIS SERVICE MEMBER EMPLOYMENT & REEMPLOYMENT RIGHTS ACT (330 ILCS 61)

ISERRA (Illinois version of USERRA) protects the employment and benefits of service members who leave their civilian employment to serve our Nation or State. This requirement makes the common public interest in military service. It is the role of the Illinois Attorney General to promote awareness and ensure compliance with ISERRA by providing information, training, advocacy, and enforcement.

WHO IS PROTECTED?

1. All members of the Armed Forces of the United States whether active duty or reserve, including the National Guard when performing State duty.
2. All members of Military Auxiliary Radio System, United States Coast Guard Reserve, Civil Air Patrol, and the Merchant Marines when performing official duties in support of an emergency of Defense.
3. Members who are released from military duty with follow-on pay from the Department of Defense.

WHAT ARE THE RIGHTS, BENEFITS AND OBLIGATIONS UNDER ISERRA?

ISERRA provides the same protections as USERRA (i.e., employment, benefits and discrimination) but expands protections to persons identified above and incorporates existing benefits to service members who are public employees. Because ISERRA represents the minimum employment requirements, employees maintain the right to provide greater benefits of their discretion.

WHO ENFORCES ISERRA?

The ISERRA Advocate is an Assistant Attorney General appointed by the Illinois Attorney General to provide both notice and enforcement under ISERRA.

WHERE TO FIND MORE INFORMATION?

Both service members and employers can find more information on the Attorney General's ISERRA Advocate website at www.illinoisattorneygeneral.gov/rights/verna.html or call the Illinois Attorney General's Office at 1-800-248-3800 to ask questions or request training.

This notice is available for download on the Attorney General's website by going to www.illinoisattorneygeneral.gov/rights/verna.html. Employers are required to provide employees entitled to rights and benefits under ISERRA a notice of the rights, benefits, and obligations of service member employees. This requirement may be met by the posting of this notice where employees customarily place notices for employment. ISERRA is codified in Public Act 103-101 and can be found at www.lga.gov/legislation/ilcsacts/1000PEF103101101.pdf.

This material is available in alternate format upon request. 1120

