

	New Jersey Workforce Innovation Notice		WD-PY24-4
	Issued By:	Workforce Development, Division of Career Services	
	Approved By:	Yolanda Allen, Assistant Commissioner Workforce Development	
	Issued Date:	December 31, 2024	

SUBJECT: Required One Stop Career Center notification posters for One-Stop Career Centers/American Job Centers

PURPOSE: This guidance delineates requirements for the display of Federal and State posters in New Jersey's One Stop Career Centers (also known as American Job Centers).

EFFECTIVE DATE: This New Jersey Workforce Innovation Notice is *effective immediately*.

POLICY OVERVIEW

Each One Stop Career Center must prominently display 27 unique, Federal and State notification posters. This guidance highlights the full list of required Federal and State posters. With a few exceptions (FMLA, MSPA), the U.S. Department of Labor's regulations do not require posting of notices in Spanish or other languages. However, if state workforce agencies (SWA) determine that other languages are spoken by a significant number or portion of the population eligible to be served or likely to be encountered, SWAs must make the translations readily available in hard copy, as appropriate to comply with the requirements at [29 CFR 38.9\(g\)](#).

Please see Attachment I for a detailed list of required posters that are accessible for printing. Poster updates may be instituted according to changes deemed necessary by the U.S. Department of Labor and/or the New Jersey Department of Labor and Workforce Development.

Required Federal Posters. For more information on the required federal posters, please see the U.S. Department of Labor's [website](#).

1. Employee Rights for Workers with Disabilities Paid at Subminimum Wage (WH-1284) – [29 CFR 516.4](#)
2. Employee Rights Under the National Labor Relations Act – [29 CFR 471](#)
3. Employee Rights Under the Fair Labor Standards Act – Federal Minimum Wage (WHD-1088) – [29 CFR 516.4](#)
4. Equal Employment Opportunity Commission – Know Your Rights – [Executive Order 11246](#)
5. File a Complaint – Employment Service and Employment Related Law Complaint System -- [20 CFR 658.410\(d\)](#)
6. Migrant and Seasonal Agricultural Worker Protection Act (WH-1376) – English and Spanish; 29

[CFR 500.75, .76](#)

7. Occupational Safety and Health Administration – [29 CFR 1903.2](#)
8. Your Employee Rights Under the Family and Medical Leave Act (WH-1420) – English and Spanish; [29 CFR 825.300](#)
9. Your Rights Under USERRA (The Uniformed Services Employment and Reemployment Rights Act) -- [20 CFR Part 1002](#)

Required State Posters. For more information on the required State posters, please see the New Jersey Department of Labor’s [website](#).

1. Child Labor Law Abstract (MW-129) – [N.J.S.A. 34:2-21.5](#)
2. Equal Opportunity is the Law – [N.J.A.C. 4A:7-3.1](#)
3. File a Complaint – Employment Discrimination (English and Spanish) -- [N.J.A.C. 13:8-1.2](#)
4. File a Complaint – Family Leave Act (English and Spanish) -- [N.J.A.C. 13:8-2.2](#)
5. File a Complaint – Public Accommodation (English and Spanish) -- [N.J.A.C. 13:8-1.4](#)
6. Earned Sick Leave – [N.J.S.A. 34:11D-7](#)
7. Employer Obligation to Maintain and Report Records – [N.J.S.A. 34:11-56a21](#)
8. Family Leave Insurance (PR-2) -- [N.J.A.C. 12:2-1.3](#)
9. Payment of Wages (MW-17 and MW-17S) -- [N.J.A.C. 12:2-1.3](#)
10. SAFE Act (AD-289) -- [N.J.S.A. 34:11C-3\(d\)](#)
11. Wage and Hour Law Abstract (MW-220) – [N.J.S.A. 34:11-56a et seq.](#)
12. Wage and Hour Law Farm Work – Minimum Rates 2024 (MW-138) – [N.J.A.C. 12:2-1.3](#)
13. Public Employees Occupational Safety and Health (WPS-35) – [N.J.A.C. 12:110-3.5\(c\)](#)
14. Gender Equity Notice (AD-290 and AD-290S) -- [N.J.S.A. 34:11-56.12](#)
15. Unemployment and Temporary Disability (PR-1) – [N.J.S.A. 43:21-1 et seq.](#)
16. Conscientious Employee Protection Act “Whistleblower Act” (AD-270 and AD-270.1) -- [N.J.S.A. 34:19-7](#)
17. New Jersey Law Prohibits Worker Misclassification (MW-899 and MW-899B) – [N.J.A.C. 12:2-1.3](#)
18. Priority of Service for Veterans and Eligible Spouses – [NJWIN 11-16](#)

Language Services

Posters informing customers of the availability of language translation service must be prominently displayed in One-Stop public areas. The instructions for accessing fee for service language translation services should only be distributed to authorized staff.

Contact us: For any questions regarding this guidance, please contact WIOAPolicy@dol.nj.gov.

References and Links

- [20 CFR Part 1002](#); [20 CFR 658.410](#); [29 CFR 1903.2](#); [29 CFR 38.9\(g\)](#); [29 CFR 471](#); [29 CFR 500.75, .76](#); [29 CFR 516.4](#); [29 CFR 825.300](#); [Executive Order 11246](#); [N.J.A.C. 12:110-3.5\(c\)](#); [N.J.A.C. 12:2-1.3](#); [N.J.A.C. 13:8-1.2](#); [N.J.A.C. 13:8-1.4](#); [N.J.A.C. 13:8-2.2](#); [N.J.A.C. 4A:7-3.1](#); [N.J.S.A. 34:2-21.5](#); [N.J.S.A.](#)

[34:11-56a et seq.](#); [N.J.S.A. 34:11-56.12](#); [N.J.S.A. 34:11-56a21](#); [N.J.S.A. 34:11C-3\(d\)](#); [N.J.S.A. 34:11D-7](#); [N.J.S.A. 34:19-7](#); [N.J.S.A. 43:21-1 et seq.](#); [NJWIN 11-16](#); [Federal Employer Posters](#); [NJ Employer Posters](#); [TEGL 08-23](#)

Attachment(s)

- Attachment I: Websites – Federal and State Posters

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	Federal
1.	Employee Rights for Workers with Disabilities Paid at Subminimum Wage (WH-1284) English: https://www.dol.gov/agencies/whd/posters/section-14c Spanish: https://www.dol.gov/agencies/whd/posters/section-14c/espanol
2.	Employee Rights Under the National Labor Relations Act English: Notice of Employee Rights Under Federal Labor Laws - 11x17-inch one-page format (PDF) Notice of Employee Rights Under Federal Labor Laws - 8.5x11-inch two-page format (PDF) Spanish: Notice of Employee Rights Under Federal Labor Laws - 11x17-inch one-page format (PDF) Notice of Employee Rights Under Federal Labor Laws - 8.5x11-inch two-page format (PDF) Additional languages: Employee Rights Notice Posting National Labor Relations Board (nlrb.gov) The size of the poster must be 11 X 17 inches or larger. It can be printed on one 11 X 17 inch page or two 8½ X 11 inch pages & then taped together.
3.	Employee Rights Under the Fair Labor Standards Act – Federal Minimum Wage (WHD-1088) English: minwagep-small.pdf (dol.gov) Spanish: minwagesp.pdf (dol.gov) Additional languages: Workplace Posters U.S. Department of Labor (dol.gov) Poster Title: Federal Minimum Wage – Links are under the heading “Fair Labor Standards Act”
4.	Equal Employment Opportunity Commission – Know Your Rights English: Know Your Rights: Workplace Discrimination is Illegal (eeoc.gov) Spanish: Know Your Rights: Workplace Discrimination is Illegal (eeoc.gov) Additional languages: https://www.eeoc.gov/poster Links are mid-page under the heading “For printing/posting in the workplace”
5.	File a Complaint – Employment Service and Employment Related Law Complaint System English: Employment Service and Employment Related Law Compliant System (nj.gov) Spanish: Sistema de reclamaciones del servicio de empleo y de la ley de empleo (nj.gov)
6.	Migrant and Seasonal Agricultural Worker Protection Act (WH-1376) English/Spanish: WH1376 2018 BW (dol.gov) English/Haitian Creole: mspaencr.pdf (dol.gov) English/Vietnamese: mspaenViet.pdf (dol.gov) English/Hmong: mspaenHmong.pdf (dol.gov)
7.	Occupational Safety and Health Administration English: Job Safety and Health: It's the Law! (osha.gov) Spanish: Seguridad y Salud en el Trabajo: ¡Es la Ley! (osha.gov) Additional languages: https://www.osha.gov/publications/poster
8.	Your Employee Rights Under the Family and Medical Leave Act (WH-1420) English: fmlaen.pdf (dol.gov)

	Spanish: https://www.dol.gov/agencies/whd/posters/fmla/espanol
9.	Your Rights Under USERRA English: Your Rights Under USERRA (dol.gov) Spanish: Your Rights Under USERRA (dol.gov)
	State
1.	Child Labor Law Abstract (MW-129) English: MW-129 (2-23) Child Labor Law Abstract Poster BW .pdf (nj.gov)
2.	Equal Opportunity is the Law English: EO Notice- WIOA (English).pdf (nj.gov) Spanish: EO Notice- WIOA (Spanish).pdf (nj.gov) Additional languages: Department of Labor and Workforce Development Legal Notices (nj.gov) Click on “Civil Rights” in the dark blue box located mid-page
3.	File a Complaint – Employment Discrimination English: Employment.pdf (njoag.gov) (Color) / Employment BW.pdf (njoag.gov) (B & W) Spanish: ESP_Employment.pdf (njoag.gov) (Color)
4.	File a Complaint – Family Leave Act English: Family-Leave-Act.pdf (njoag.gov) (Color) / Family-Leave-Act BW.pdf (njoag.gov) (B & W) Spanish: ESP_Family-Leave-Act.pdf (njoag.gov) (Color)
5.	File a Complaint – Public Accommodation English: Public-Accommodation.pdf (njoag.gov) (Color) / Public-Accommodation BW.pdf (njoag.gov) (B & W) Spanish: ESP_Public-Accommodation.pdf (njoag.gov) (B & W)
6.	Earned Sick Leave English: MW-565 (12-21) BLUE 11x17 Sick Leave poster-English.pdf (nj.gov) Spanish: MW-565.11 (12-21) Sick Leave - Spanish.pdf (nj.gov) Additional languages: Wage & Hour and Contract Compliance Employer Poster Packet (nj.gov) Click on “Employer Poster Packet” in teal box & choose language under “New Jersey Earned Sick Leave”
7.	Employer Obligation to Maintain and Report Records English: MW-400 11x17.pdf (nj.gov) (11 X 17” Poster) Microsoft Word - MW-400 (3-18) 8.5x11 version.docx (nj.gov) (8 ½ X 11” Notice)
8.	Family Leave Insurance (PR-2) English: fli_poster.pdf (nj.gov)
9.	Payment of Wages (MW-17 and MW-17S) English & Spanish: MW-17 17S (4-22).pdf (nj.gov)
10.	SAFE Act (AD-289) English: AD-289 (4-22).pdf (nj.gov)
11.	Wage and Hour Law Abstract (MW-220) English: MW-220 (9-23) Wage Hour Abstract Poster.pdf (nj.gov)

12.	Wage and Hour Law Farm Work – Minimum Rates 2024 (MW – 138) English: MW-138 (1-24)BW.pdf (nj.gov)
13.	Public Employees Occupational Safety and Health (WPS-35) English: wps35.pdf (nj.gov)
14.	Gender Equity Notice (AD-290 and AD-290S) English: genderequityposterenglish.pdf (nj.gov) Spanish: genderequityposterspanish.pdf (nj.gov)
15.	Unemployment and Temporary Disability (PR-1) English: pr-1 6-19 uitdiemployerposter.pdf (nj.gov)
16.	Conscientious Employee Protection Act “Whistleblower Act” (AD-270 & AD-270.1) English & Spanish: CEPA270.1.pdf (nj.gov)
17.	New Jersey Law Prohibits Worker Misclassification (MW-899 and MW-899b) English: (MW-899) 11x17' poster (PDF) (11 X 17” Poster) / (MW-899b) 8x11" poster (PDF) (8½ X 11” Notice) Spanish: MW-899b.11 (7 20) Misclass 8x11 SP.pdf (nj.gov) (8 ½ X 11” Notice) Additional languages: https://www.nj.gov/labor/wageandhour/tools-resources/forms-publications/employer-poster-packet/ Click on “Employer Poster Packet” in teal box & scroll down to “NJ Law Prohibits Misclassification”
18.	Priority of Service for Veterans and Eligible Spouses https://www.nj.gov/labor/wioa/documents/techassistance/NJWIN11-16%20 priorityofservice%29.pdf NJWIN 11-16 Change 1(A) – Attachment (p. 8)