

## Information on Employees' Unemployment Insurance Coverage

Employers of the business or organization are covered by unemployment insurance (UI), a program financed entirely by Massachusetts employers. An employer who is not covered by UI should contact the Department of Unemployment Assistance (DUA) to determine if the business or organization is covered by UI. If the business or organization is not covered by UI, the employer should contact the DUA to determine if the business or organization is covered by UI. If the business or organization is covered by UI, the employer should contact the DUA to determine if the business or organization is covered by UI.

### There are two ways to apply for UI Benefits:

**Apply by Using UI Online**  
UI Online is secure, easy to use, and self-service. You can apply for benefits online at any time, request weekly benefits, and track your claim status online at any time. You can also apply for benefits online at any time, request weekly benefits, and track your claim status online at any time.

### Apply by calling the TeleClaim Center

Unemployment insurance is available to employees. You can apply for unemployment insurance benefits, report a correct claim, obtain an on-line transcript on the status of your claim and benefit, receive program, and apply for a correct award - all by phone. You can apply for benefits by phone at the TeleClaim Center at 1-877-688-6800 from 9:00 AM to 5:00 PM, 7 days a week, at 1-877-688-6800 from 9:00 AM to 5:00 PM, 7 days a week.

If the last day of your benefit week is:	Assigned day to call TeleClaim:
0, 1, 2, 3, 4, 5, 6, 7	Monday
8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31	Thursday

**Unemployment Insurance**  
Unemployment insurance is available to employees. You can apply for unemployment insurance benefits, report a correct claim, obtain an on-line transcript on the status of your claim and benefit, receive program, and apply for a correct award - all by phone. You can apply for benefits by phone at the TeleClaim Center at 1-877-688-6800 from 9:00 AM to 5:00 PM, 7 days a week, at 1-877-688-6800 from 9:00 AM to 5:00 PM, 7 days a week.

**Unemployment Insurance**  
Unemployment insurance is available to employees. You can apply for unemployment insurance benefits, report a correct claim, obtain an on-line transcript on the status of your claim and benefit, receive program, and apply for a correct award - all by phone. You can apply for benefits by phone at the TeleClaim Center at 1-877-688-6800 from 9:00 AM to 5:00 PM, 7 days a week, at 1-877-688-6800 from 9:00 AM to 5:00 PM, 7 days a week.

## MASSACHUSETTS COMMISSION AGAINST DISCRIMINATION

### FAIR EMPLOYMENT IN MASSACHUSETTS

**Applicability to employers of private employers with 8 or more employees, state and local governments, educational agencies and their employees (public schools, colleges, universities, etc.), and labor organizations.**  
M.G.L. c. 151B prohibits discrimination in hiring, promotion, discharge, compensation, benefits, training, and other terms and conditions of employment on the basis of race, sex, religion, marital status, sexual orientation, gender identity, disability, age, ancestry, national origin, ethnicity, and other characteristics. It also prohibits discrimination on the basis of genetic information, except as provided in the law. The law also prohibits discrimination on the basis of an individual's record of a criminal conviction, except as provided in the law. The law also prohibits discrimination on the basis of an individual's record of a criminal conviction, except as provided in the law.

### NOTICE TO EMPLOYEES

**The Commonwealth of Massachusetts**  
DEPARTMENT OF INDUSTRIAL CURES  
Lafayette Center, 2 Avenue de Lafayette, Boston, MA 02111  
(617) 727-4900 - www.mass.gov/dia

### THE NEW MASSACHUSETTS Equal Pay Act

The Massachusetts Equal Pay Act, M.G.L. c. 151B, § 27B, prohibits discrimination in pay on the basis of sex. It requires that employers pay employees of the same sex who perform substantially similar work the same pay as employees of the opposite sex who perform substantially similar work. The law also prohibits discrimination on the basis of sex in the determination of the value of the work performed.

### NOTICE TO EMPLOYERS

Employers are required to provide a written notice to employees of their rights under the Equal Pay Act. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

### NOTICE TO EMPLOYERS

Employers are required to provide a written notice to employees of their rights under the Equal Pay Act. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

### NOTICE TO EMPLOYERS

Employers are required to provide a written notice to employees of their rights under the Equal Pay Act. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

## MASSACHUSETTS COMMISSION AGAINST DISCRIMINATION MCAD Guidance

### PREGNANT WORKERS FAIRNESS ACT

**Issued 1/23/2018**  
The Pregnant Workers Fairness Act (PWFA) was signed into law on January 11, 2018. It prohibits employers from discriminating against pregnant workers on the basis of their pregnancy, childbirth, or related medical conditions. The law also requires employers to provide reasonable accommodations to pregnant workers, unless doing so would impose an undue burden on the employer. The law also prohibits employers from requiring pregnant workers to take medical leave if they are able to perform their essential job functions.

### FAIR EMPLOYMENT IN MASSACHUSETTS

**Applicability to employers of private employers with 8 or more employees, state and local governments, educational agencies and their employees (public schools, colleges, universities, etc.), and labor organizations.**  
M.G.L. c. 151B prohibits discrimination in hiring, promotion, discharge, compensation, benefits, training, and other terms and conditions of employment on the basis of race, sex, religion, marital status, sexual orientation, gender identity, disability, age, ancestry, national origin, ethnicity, and other characteristics. It also prohibits discrimination on the basis of genetic information, except as provided in the law. The law also prohibits discrimination on the basis of an individual's record of a criminal conviction, except as provided in the law.

### NOTICE TO EMPLOYERS

Employers are required to provide a written notice to employees of their rights under the Equal Pay Act. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

### NOTICE TO EMPLOYERS

Employers are required to provide a written notice to employees of their rights under the Equal Pay Act. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

### NOTICE TO EMPLOYERS

Employers are required to provide a written notice to employees of their rights under the Equal Pay Act. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

### NOTICE TO EMPLOYERS

Employers are required to provide a written notice to employees of their rights under the Equal Pay Act. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

### NOTICE TO EMPLOYERS

Employers are required to provide a written notice to employees of their rights under the Equal Pay Act. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

### NOTICE TO EMPLOYERS

Employers are required to provide a written notice to employees of their rights under the Equal Pay Act. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

### NOTICE TO EMPLOYERS

Employers are required to provide a written notice to employees of their rights under the Equal Pay Act. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

### NOTICE TO EMPLOYERS

Employers are required to provide a written notice to employees of their rights under the Equal Pay Act. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

### NOTICE TO EMPLOYERS

Employers are required to provide a written notice to employees of their rights under the Equal Pay Act. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

## Massachusetts Wage & Hour Laws

**Minimum Wage**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
As of January 1, 2018, the minimum wage for most employees in Massachusetts is \$15.00 per hour. The minimum wage for tipped employees is \$2.85 per hour. The minimum wage for employees in certain industries is \$11.00 per hour.

**Maximum Hours**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
The maximum number of hours an employee can work in a week is 40 hours. There are exceptions for certain industries and for employees who work in agriculture, stock raising, or fishing.

**Meal Breaks**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employers must provide a 30-minute meal break to employees who work more than 6 hours in a day. The meal break must be taken during the workday and must be uninterrupted.

**Rest Breaks**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employers must provide a 10-minute rest break to employees who work more than 3.5 hours in a day. The rest break must be taken during the workday and must be uninterrupted.

**Termination**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employers must provide a written notice of termination to employees who have worked for them for 90 days or more. The notice must be provided at least 30 days before the termination date.

**Payment of Wages**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employers must pay employees their wages on or before the 15th day of the month following the month in which the wages were earned. There are exceptions for certain industries and for employees who work in agriculture, stock raising, or fishing.

**Family Leave**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employees are entitled to up to 12 weeks of unpaid family leave in a year. The leave must be taken for the care of a family member who has a serious medical condition or for the employee's own serious medical condition.

**Public Works and Public Construction**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employees who work on public works or public construction projects are entitled to certain benefits, including overtime pay and a 15-minute rest break.

**Domestic Violence Leave**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employees who are victims of domestic violence are entitled to up to 10 days of unpaid leave in a year. The leave must be taken for the employee to seek legal advice, obtain a restraining order, or take other necessary steps.

**Employees Have the Right to Sue**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employees can sue their employers for violations of the Wage and Hour Laws. The law provides for the recovery of back wages, penalties, and attorney's fees.

**Employees Must Not Retaliate**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employers are prohibited from retaliating against employees who have exercised their rights under the Wage and Hour Laws. Retaliation includes firing, demotion, or other adverse actions.

**Work Requirements**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employees must meet certain requirements to be eligible for certain benefits, including family leave and public works and public construction benefits.

**Notice to Employees**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employers are required to provide a written notice to employees of their rights under the Wage and Hour Laws. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**Notice to Employees**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employers are required to provide a written notice to employees of their rights under the Wage and Hour Laws. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**Notice to Employees**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employers are required to provide a written notice to employees of their rights under the Wage and Hour Laws. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**Notice to Employees**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employers are required to provide a written notice to employees of their rights under the Wage and Hour Laws. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**Notice to Employees**  
M.G.L. Chapter 151B, Section 27B, 29A, 29B  
Employers are required to provide a written notice to employees of their rights under the Wage and Hour Laws. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

## EARNED SICK TIME

**Notice of Employee Rights**  
Beginning July 1, 2015, Massachusetts employees have the right to earn and take sick leave from their employer.

**WHO QUALIFIES?**  
All employees in Massachusetts can earn sick time. This includes full-time, part-time, temporary, and seasonal employees.

**WILL IT BE PAID?**  
If an employee works for 90 days or more, sick time is accrued. Sick time is not paid out at the end of the year. Employees can use sick time for themselves or for a family member.

**HOW IS IT EARNED?**  
Employees earn sick time at a rate of 1 hour for every 30 hours worked. Employees can use sick time for themselves or for a family member.

**WHEN CAN IT BE USED?**  
Employees can use sick time for themselves or for a family member. Sick time can be used for the employee's own illness, the illness of a family member, or for other purposes.

**NOTICE TO EMPLOYERS**  
Employers are required to provide a written notice to employees of their rights under the Earned Sick Time Law. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**NOTICE TO EMPLOYERS**  
Employers are required to provide a written notice to employees of their rights under the Earned Sick Time Law. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**NOTICE TO EMPLOYERS**  
Employers are required to provide a written notice to employees of their rights under the Earned Sick Time Law. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**NOTICE TO EMPLOYERS**  
Employers are required to provide a written notice to employees of their rights under the Earned Sick Time Law. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**NOTICE TO EMPLOYERS**  
Employers are required to provide a written notice to employees of their rights under the Earned Sick Time Law. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

## Sexual Harassment at work does not have to be tolerated. It's Illegal.

If you are being sexually harassed, report it immediately to your supervisor or contact the Department of Industrial Cures.

**NOTICE & VERIFICATION**  
Employees must provide a written notice to their employer of a sexual harassment claim. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**DO YOU HAVE QUESTIONS?**  
Call the Fair Labor Division at 617-727-3465 for more information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**WHEN CAN IT BE USED?**  
Employees can use sick time for themselves or for a family member. Sick time can be used for the employee's own illness, the illness of a family member, or for other purposes.

**NOTICE TO EMPLOYERS**  
Employers are required to provide a written notice to employees of their rights under the Earned Sick Time Law. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**NOTICE TO EMPLOYERS**  
Employers are required to provide a written notice to employees of their rights under the Earned Sick Time Law. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**NOTICE TO EMPLOYERS**  
Employers are required to provide a written notice to employees of their rights under the Earned Sick Time Law. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**NOTICE TO EMPLOYERS**  
Employers are required to provide a written notice to employees of their rights under the Earned Sick Time Law. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**NOTICE TO EMPLOYERS**  
Employers are required to provide a written notice to employees of their rights under the Earned Sick Time Law. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.

**NOTICE TO EMPLOYERS**  
Employers are required to provide a written notice to employees of their rights under the Earned Sick Time Law. The notice must include information about the law, including the definition of "substantially similar work" and the prohibition against sex-based pay discrimination.