

WEST VIRGINIA

WEST VIRGINIA DIVISION OF LABOR
 1900 Kanawha Boulevard East
 State Capitol Complex - Building 3, Room 200 - Charleston, WV 25305
 Telephone: (304)558-7890 labor.wv.gov Fax: (304)558-3797

MINIMUM WAGE REQUIREMENTS

An employer employing 6 or more employees in any one separate, distinct and permanent location during any calendar year, including the State of West Virginia, and its agencies and departments, must comply with the state minimum wage law, §21-5C.

Required Minimum Wage Rate

- Beginning January 1, 2016, employers must pay employees at least \$8.75 per hour.

Required Minimum Training Wage Rate

- An employer may pay an employee under the age of 20 years, first hired on or after January 1, 2015, a training wage of at least \$6.40 per hour for the first 90 days of employment.

Permissible Minimum Wage Credit for Tipped Employees

- Beginning January 1, 2016, employers may take up to a 70% credit, or \$6.13 per hour, against the required minimum wage rate for employees who customarily receive tips, resulting in a reduced hourly wage rate of at least \$2.62 per hour.

- To qualify for the credit, employers must ensure that the employees' tips and the reduced hourly wage rate equal at least the required minimum wage rate and must keep accurate records of employees' tips.

Revised January 2016

Notice to Employers / Employees

Your state has its own minimum wage law which requires posting a notice regarding the specifics of that law. Employers are still required to post the Federal Minimum Wage notice from the U.S. Dept. of Labor *Labor Standards Act* in addition to this state posting. According to the Dept. of Labor, where Federal and state law have different minimum wage rates, the higher standard applies.

This Posting is for Informational Purposes Only

Age Specific Guidelines

for the employment of children in West Virginia

13 year olds may

- Work for parents in their own business
- Engage in agricultural activities

Deliver Newspapers - solely owned business Be an actor or performer

Work hours limited - ** excludes hazardous occupations

Employment Requirements for 14 & 15 year olds
Work Permit Required
 Entitled to a 30 minute lunch after the first hour of work.
 Work restricted to ** non hazardous occupations

Prohibited from working in a bar or other establishment where the primary business activity involves the consumption of alcoholic beverages

What not work - **What not work**

- more than 3 hrs per week
- more than 8 hrs per day
- more than 18 hrs per week
- more than 40 hrs per week
- before 7:00 am and after 7:00 pm
- before 7:00 am and after 9:00 pm** without supervision permit
- During normal school hours

Home schooling activities are also restricted from working during normal school hours.

16 & 17 year olds

Age Certificates may be required by employer.

An age certificate may be required by the employer as proof of age

- prohibited from occupations involving the serving or dispensing of alcohol while working in an establishment (other than a bar) where alcohol is served, dispensed and consumed on the premises

work hours unrestricted

- may participate in volunteer fire activities (may participate in firefighting forest fire crew)
- prohibited from working in a bar

for additional information contact
 The West Virginia Division of Labor
 Capitol Complex Building 8, Room 740B
 Charleston, WV 25305
 (304) 558-7890, Ext. 163

WORKERS' COMPENSATION Notice to Employers/ Employees

This is not intended to represent the law, nor does it replace any Workers' Compensation posting requirements with your state's law.
 Employers: Place your notice of compliance/certificate of insurance with Workers' Compensation Laws from your insurance carrier next to this poster.
 Employees: Refer to notice of compliance/certificate of insurance from your Employer's Insurance Carrier. If you have any further inquiries, please contact your personnel office.

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WORKFORCE West Virginia Notice To Employees - Unemployment Benefits

TOTAL UNEMPLOYMENT BENEFIT
 You are considered totally unemployed when you are not working and your unemployment, performing to services for which wages or other remuneration were paid to you. You must pay your initial claim for total unemployment in person. Once a claim is processed, you will receive a notice in which you will be asked to pay your claim immediately after you are separated from your employment. You are not to be logging in for your continued claim. Your notice for this continued claim will indicate how to work this.

PARTIAL UNEMPLOYMENT
 You would be considered partially unemployed if you have been working full time, but due to business being less than a full-time operation, or similar reasons, your employer has decided not to pay you for the week. You may be entitled to partial unemployment benefits for that week if you earned less than what your weekly unemployment benefit amount would be for that week. Partial unemployment benefits are available for up to 13 weeks. Your employer should issue a Low Earnings Report for the week, showing your gross wages. You must complete the claim portion of the Low Earnings Report and file with the state unemployment office as directed on the form.

ELIGIBILITY REQUIREMENTS
 To be immediately eligible to receive unemployment benefits you must have earned \$2200 gross wages in covered employment during the last 12 months prior to the week you are filing your claim. You must also be a resident of West Virginia and be available to accept full-time work for the week you are filing your claim. You must also be available to accept full-time work for the week you are filing your claim. You must also be available to accept full-time work for the week you are filing your claim.

ELIGIBILITY REQUIREMENTS - OTHER
 If you are unemployed, you should be eligible to receive benefits if:

- You have made a claim for benefits at a local unemployment office.
- You have registered for work with the Job Service Office and continue to register as directed.
- You are able to work and available to full-time work for which you are filed by your training or experience.
- You are doing what a reasonable prudent person in your situation would do to find work.
- You have filed a written report of one week during your benefit year.
- You have earned gross wages in the last 12 months prior to the week you are filing your claim.
- You are filing your claim when you had a terminal benefit week that has earned at least what your weekly benefit amount would be for that week.
- You are participating in training and reemployment services when selected.

DISQUALIFICATIONS
 You may be disqualified from receiving unemployment benefits if:

- If you leave work voluntarily without good cause involving both the part of your employer.
- If you are discharged for reasons that you are not available to work, to accept suitable work when offered, or to train at your customer self-employment when directed to do so.
- If you are unemployed due to a labor dispute.
- If you were in which you receive wages in the form of "in-lieu-of-Wages" Compensation for temporary total disability.
- If you were in which you receive unemployment compensation under the terms of another order of the United States.

UNEMPLOYMENT COMPENSATION BENEFIT RATE TABLE

Wage Class	Wages in Base Period	Weekly Benefit Rate	Maximum Benefit	Wage Class	Wages in Base Period	Weekly Benefit Rate	Maximum Benefit
1	\$2,000.00 - 2,249.99	24.00	634.00	139	\$12,400.00 - 21,249.99	277.00	8,962.00
2	2,250.00 - 2,499.99	25.00	650.00	140	21,250.00 - 22,249.99	280.00	9,120.00
3	2,500.00 - 2,749.99	26.00	666.00	141	22,250.00 - 23,249.99	283.00	9,278.00
4	2,750.00 - 2,999.99	27.00	682.00	142	23,250.00 - 24,249.99	286.00	9,436.00
5	3,000.00 - 3,249.99	28.00	698.00	143	24,250.00 - 25,249.99	289.00	9,594.00
6	3,250.00 - 3,499.99	29.00	714.00	144	25,250.00 - 26,249.99	292.00	9,752.00
7	3,500.00 - 3,749.99	30.00	730.00	145	26,250.00 - 27,249.99	295.00	9,910.00
8	3,750.00 - 3,999.99	31.00	746.00	146	27,250.00 - 28,249.99	298.00	10,068.00
9	4,000.00 - 4,249.99	32.00	762.00	147	28,250.00 - 29,249.99	301.00	10,226.00
10	4,250.00 - 4,499.99	33.00	778.00	148	29,250.00 - 30,249.99	304.00	10,384.00
11	4,500.00 - 4,749.99	34.00	794.00	149	30,250.00 - 31,249.99	307.00	10,542.00
12	4,750.00 - 4,999.99	35.00	810.00	150	31,250.00 - 32,249.99	310.00	10,700.00
13	5,000.00 - 5,249.99	36.00	826.00	151	32,250.00 - 33,249.99	313.00	10,858.00
14	5,250.00 - 5,499.99	37.00	842.00	152	33,250.00 - 34,249.99	316.00	11,016.00
15	5,500.00 - 5,749.99	38.00	858.00	153	34,250.00 - 35,249.99	319.00	11,174.00
16	5,750.00 - 5,999.99	39.00	874.00	154	35,250.00 - 36,249.99	322.00	11,332.00
17	6,000.00 - 6,249.99	40.00	890.00	155	36,250.00 - 37,249.99	325.00	11,490.00
18	6,250.00 - 6,499.99	41.00	906.00	156	37,250.00 - 38,249.99	328.00	11,648.00
19	6,500.00 - 6,749.99	42.00	922.00	157	38,250.00 - 39,249.99	331.00	11,806.00
20	6,750.00 - 6,999.99	43.00	938.00	158	39,250.00 - 40,249.99	334.00	11,964.00
21	7,000.00 - 7,249.99	44.00	954.00	159	40,250.00 - 41,249.99	337.00	12,122.00
22	7,250.00 - 7,499.99	45.00	970.00	160	41,250.00 - 42,249.99	340.00	12,280.00
23	7,500.00 - 7,749.99	46.00	986.00	161	42,250.00 - 43,249.99	343.00	12,438.00
24	7,750.00 - 7,999.99	47.00	1,002.00	162	43,250.00 - 44,249.99	346.00	12,596.00
25	8,000.00 - 8,249.99	48.00	1,018.00	163	44,250.00 - 45,249.99	349.00	12,754.00
26	8,250.00 - 8,499.99	49.00	1,034.00	164	45,250.00 - 46,249.99	352.00	12,912.00
27	8,500.00 - 8,749.99	50.00	1,050.00	165	46,250.00 - 47,249.99	355.00	13,070.00
28	8,750.00 - 8,999.99	51.00	1,066.00	166	47,250.00 - 48,249.99	358.00	13,228.00
29	9,000.00 - 9,249.99	52.00	1,082.00	167	48,250.00 - 49,249.99	361.00	13,386.00
30	9,250.00 - 9,499.99	53.00	1,098.00	168	49,250.00 - 50,249.99	364.00	13,544.00
31	9,500.00 - 9,749.99	54.00	1,114.00	169	50,250.00 - 51,249.99	367.00	13,702.00
32	9,750.00 - 9,999.99	55.00	1,130.00	170	51,250.00 - 52,249.99	370.00	13,860.00
33	10,000.00 - 10,249.99	56.00	1,146.00	171	52,250.00 - 53,249.99	373.00	14,018.00
34	10,250.00 - 10,499.99	57.00	1,162.00	172	53,250.00 - 54,249.99	376.00	14,176.00
35	10,500.00 - 10,749.99	58.00	1,178.00	173	54,250.00 - 55,249.99	379.00	14,334.00
36	10,750.00 - 10,999.99	59.00	1,194.00	174	55,250.00 - 56,249.99	382.00	14,492.00
37	11,000.00 - 11,249.99	60.00	1,210.00	175	56,250.00 - 57,249.99	385.00	14,650.00
38	11,250.00 - 11,499.99	61.00	1,226.00	176	57,250.00 - 58,249.99	388.00	14,808.00
39	11,500.00 - 11,749.99	62.00	1,242.00	177	58,250.00 - 59,249.99	391.00	14,966.00
40	11,750.00 - 11,999.99	63.00	1,258.00	178	59,250.00 - 60,249.99	394.00	15,124.00
41	12,000.00 - 12,249.99	64.00	1,274.00	179	60,250.00 - 61,249.99	397.00	15,282.00
42	12,250.00 - 12,499.99	65.00	1,290.00	180	61,250.00 - 62,249.99	400.00	15,440.00
43	12,500.00 - 12,749.99	66.00	1,306.00	181	62,250.00 - 63,249.99	403.00	15,598.00
44	12,750.00 - 12,999.99	67.00	1,322.00	182	63,250.00 - 64,249.99	406.00	15,756.00
45	13,000.00 - 13,249.99	68.00	1,338.00	183	64,250.00 - 65,249.99	409.00	15,914.00
46	13,250.00 - 13,499.99	69.00	1,354.00	184	65,250.00 - 66,249.99	412.00	16,072.00
47	13,500.00 - 13,749.99	70.00	1,370.00	185	66,250.00 - 67,249.99	415.00	16,230.00
48	13,750.00 - 13,999.99	71.00	1,386.00	186	67,250.00 - 68,249.99	418.00	16,388.00
49	14,000.00 - 14,249.99	72.00	1,402.00	187	68,250.00 - 69,249.99	421.00	16,546.00
50	14,250.00 - 14,499.99	73.00	1,418.00	188	69,250.00 - 70,249.99	424.00	16,704.00
51	14,500.00 - 14,749.99	74.00	1,434.00	189	70,250.00 - 71,249.99	427.00	16,862.00
52	14,750.00 - 14,999.99	75.00	1,450.00	190	71,250.00 - 72,249.99	430.00	17,020.00
53	15,000.00 - 15,249.99	76.00	1,466.00	191	72,250.00 - 73,249.99	433.00	17,178.00
54	15,250.00 - 15,499.99	77.00	1,482.00	192	73,250.00 - 74,249.99	436.00	17,336.00
55	15,500.00 - 15,749.99	78.00	1,498.00	193	74,250.00 - 75,249.99	439.00	17,494.00
56	15,750.00 - 15,999.99	79.00	1,514.00	194	75,250.00 - 76,249.99	442.00	17,652.00
57	16,000.00 - 16,249.99	80.00	1,530.00	195	76,250.00 - 77,249.99	445.00	17,810.00
58	16,250.00 - 16,499.99	81.00	1,546.00	196	77,250.00 - 78,249.99	448.00	17,968.00
59	16,500.00 - 16,749.99	82.00	1,562.00	197	78,250.00 - 79,249.99	451.00	18,126.00
60	16,750.00 - 16,999.99	83.00	1,578.00	198	79,250.00 - 80,249.99	454.00	18,284.00
61	17,000.00 - 17,249.99	84.00	1,594.00	199	80,250.00 - 81,249.99	457.00	18,442.00
62	17,250.00 - 17,499.99	85.00	1,610.00	200	81,250.00 - 82,249.99	460.00	18,600.00
63	17,500.00 - 17,749.99	86.00	1,626.00	201	82,250.00 - 83,249.99	463.00	18,758.00
64	17,750.00 - 17,999.99	87.00	1,642.00	202	83,250.00 - 84,249.99	466.00	18,916.00
65	18,000.00 - 18,249.99	88.00	1,658.00	203	84,250.00 - 85,249.99	469.00	19,074.00
66	18,250.00 - 18,499.99	89.00	1,674.00	204	85,250.00 - 86,249.99	472.00	19,232.00
67	18,500.00 - 18,749.99	90.00	1,690.00	205	86,250.00 - 87,249.99	475.00	19,390.00
68	18,750.00 - 18,999.99	91.00	1,706.00	206	87,250.00 - 88,249.99	478.00	19,548.00
69	19,000.00 - 19,249.99	92.00	1,722.00	207	88,250.00 - 89,249.99	481.00	19,706.00
70	19,250.00 - 19,499.99	93.00	1,738.00	208	89,250.00 - 90,249.99	484.00	19,864.00
71	19,500.00 - 19,749.99	94.00	1,754.00	209	90,250.00 - 91,249.99	487.00	20,022.00
72	19,750.00 - 19,999.99	95.00	1,770.00	210	91,250.00 - 92,249.99	490.00	20,180.00
73	20,000.00 - 20,249.99	96.00	1,786.00	211	92,250.00 - 93,249.99	493.00	20,338.00
74	20,250.00 - 20,499.99	97.00	1,802.00	212	93,250.00 - 94,249.99	496.00	20,496.00
75	20,500.00 - 20,749.99	98.00	1,818.00	213	94,250.00 - 95,249.99	499.00	20,654.00
76	20,750.00 - 20,999.99	99.00	1,834.00	214	95,250.00 - 96,249.99	502.00	20,812.00
77	21,000.00 - 21,249.99	100.00	1,850.00	215			