

CHILD LABOR LAWS

AGE SPECIFIC GUIDELINES FOR THE EMPLOYMENT OF CHILDREN IN WEST VIRGINIA

13 year olds may

- Baby sit
- Engage in agricultural activities
- Deliver Newspapers
- Be an actor or performer
- Work for parents in their solely owned business

No permits required *excluded hazardous occupations

Employment Requirements for 14 & 15 year olds Work Permit Required

Entitled to a 30 minute lunch after five hours of work

Work restricted to non hazardous occupations

Prohibited from working in a bar or other establishment where the primary business activity involves selling, dispensing or serving alcohol

Work Hours Limited

WHILE SCHOOL IS IN SESSION

May not work:

- more than 3 hrs per day
- more than 18 hrs per week
- before 7:00 am or after 7:00 pm (without supervision permit)
- during normal school hours

SUMMER EMPLOYMENT

May not work:

- more than 8 hrs per day
- more than 40 hrs per week
- before 7:00 am or after 9:00 pm (without supervision permit)

Home schooled children are also restricted from working during normal school hours.

16 & 17 year olds

Age certificates may be required by employer, Not a requirement of law

- an age certificate may be required by the employer as proof of age
- work hours unrestricted
- may participate in volunteer fire activities
- may participate in fighting forest fires (as part of junior forest fire crew)
- prohibited from working in a bar or other establishment where the primary business activity involves the selling, dispensing or serving of alcohol
- may not drive a motor vehicle as a principal part of their employment or for delivery purposes
- work limited to age appropriate non hazardous occupations (as determined by the Commissioner of Labor)

**For additional information contact: The West Virginia Division of Labor
Capitol Complex Building 6, Room 749B, Charleston, WV 25305 • (304) 558-7890**

Revised 10/07

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DISCRIMINATION



NOTICE

THE WEST VIRGINIA HUMAN RIGHTS ACT

Prohibits Discrimination in Employment and Places of Public Accommodations Based On:
Race, Religion, Color, National Origin, Ancestry, Sex, Age (40 or above), Blindness , or Disability

THE WEST VIRGINIA FAIR HOUSING ACT

Prohibits Discrimination in Housing Based On:
Race, Religion, Color, National Origin, Ancestry, Sex, Blindness, Disability , Familial Status

THE WEST VIRGINIA PREGNANT WORKERS' FAIRNESS ACT

Prohibits Discrimination in Employment Based On:
Pregnancy , Childbirth or Related Medical Conditions

For Further Information or to File a Complaint, Visit, Call or Write to the WV Human Rights Commission at:

WV Human Rights Commission
Room 108 A, 1321 Plaza East
Charleston, WV 25301-1400

Phone:
304-558-2616
(Toll Free) 888-676-5546

Website:
www.hrc.wv.gov

Revised 06/14/2016

PRINT

EEOC KNOW YOUR RIGHTS: WORKPLACE DISCRIMINATION IS ILLEGAL



Know Your Rights: Workplace Discrimination is Illegal

The U.S. Equal Employment Opportunity Commission (EEOC) enforces Federal laws that protect you from discrimination in employment. If you believe you've been discriminated against at work or in applying for a job, the EEOC may be able to help.

Who is Protected?

- Employees (current and former), including managers and temporary employees
- Job applicants
- Union members and applicants for membership in a union

What Organizations are Covered?

- Most private employers
- State and local governments (as employers)
- Educational institutions (as employers)
- Unions
- Staffing agencies

What Types of Employment Discrimination are Illegal?

Under the EEOC's laws, an employer may not discriminate against you, regardless of your immigration status, on the bases of:

- Race
- Color
- Religion
- National origin
- Sex (including pregnancy and related conditions, sexual orientation, or gender identity)
- Age (40 and older)
- Disability
- Genetic information (including employer requests for, or purchase, use, or disclosure

of genetic tests, genetic services, or family medical history)

- Retaliation for filing a charge, reasonably opposing discrimination, or participating in a discrimination lawsuit, investigation, or proceeding.

What Employment Practices can be Challenged as Discriminatory?

- All aspects of employment, including:
- Discharge, firing, or lay-off
 - Harassment (including unwelcome verbal or physical conduct)
 - Hiring or promotion
 - Assignment
 - Pay (unequal wages or compensation)
 - Failure to provide reasonable accommodation for a disability or a sincerely-held religious belief, observance or practice
 - Benefits
 - Job training
 - Classification
 - Referral
 - Obtaining or disclosing genetic information of employees
 - Requesting or disclosing medical information of employees
 - Conduct that might reasonably discourage

someone from opposing discrimination, filing a charge, or participating in an investigation or proceeding.

What can You Do if You Believe Discrimination has Occurred?

Contact the EEOC promptly if you suspect discrimination. Do not delay, because there are strict time limits for filing a charge of discrimination (180 or 300 days, depending on where you live/work). You can reach the EEOC in any of the following ways:

Submit an inquiry through the EEOC's public portal: <https://publicportal.eeoc.gov/Portal/Login.aspx>

Call 1-800-669-4000 (toll free)
1-800-669-6820 (TTY)
1-844-234-5122 (ASL video phone)

Visit an EEOC field office (information at www.eeoc.gov/field-office)

E-Mail info@eeoc.gov

Additional information about the EEOC, including information about filing a charge of discrimination, is available at www.eeoc.gov.



EMPLOYERS HOLDING FEDERAL CONTRACTS OR SUBCONTRACTS

The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) enforces the nondiscrimination and affirmative action commitments of companies doing business with the Federal Government. If you are applying for a job with, or are an employee of, a company with a Federal contract or subcontract, you are protected under Federal law from discrimination on the following bases:

Race, Color, Religion, Sex, Sexual Orientation, Gender Identity, National Origin Executive Order 11246, as amended, prohibits employment discrimination by Federal contractors based on race, color, religion, sex, sexual orientation, gender identity, or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment.

Asking About, Disclosing, or Discussing Pay Executive Order 11246, as amended, protects applicants and employees of Federal contractors from discrimination based on inquiring about, disclosing, or discussing their compensation or the compensation of other applicants or employees.

Disability Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals with disabilities from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment by Federal contractors. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, barring undue hardship to the employer. Section 503 also requires that Federal contractors take affirmative action to employ and

advance in employment qualified individuals with disabilities at all levels of employment, including the executive level.

Protected Veteran Status The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, prohibits employment discrimination against, and requires affirmative action to recruit, employ, and advance in employment, disabled veterans, recently separated veterans (i.e., within three years of discharge or release from active duty), active duty wartime or campaign badge veterans, or Armed Forces service medal veterans.

Retaliation Retaliation is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination by Federal contractors under these Federal laws. Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations under OFCCP's authorities should contact immediately: The Office of Federal Contract Compliance Programs (OFCCP) U.S. Department of Labor 200 Constitution Avenue, N.W. Washington, D.C. 20210 1-800-397-6251 (toll-free) If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services. OFCCP may also be contacted by submitting a question online to OFCCP's Help Desk at <https://ofccphelpdesk.dol.gov/s/>, or by calling an OFCCP regional or district office, listed in most telephone directories under U.S. Government, Department of Labor and on OFCCP's "Contact Us" webpage at <https://www.dol.gov/agencies/ofccp/contact>.

PROGRAMS OR ACTIVITIES RECEIVING FEDERAL FINANCIAL ASSISTANCE

Race, Color, National Origin, Sex In addition to the protections of Title VII of the Civil Rights Act of 1964, as amended, Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color or national origin in programs or activities receiving Federal financial assistance. Employment discrimination is covered by Title VI if the primary objective of the financial assistance is provision of employment, or where employment discrimination causes or may cause discrimination in providing services under such programs. Title IX of the Education Amendments of 1972 prohibits employment discrimination on the basis of sex in educational programs or activities which receive Federal financial assistance.

Individuals with Disabilities Section 504 of the Rehabilitation Act of 1973, as amended, prohibits employment discrimination on the basis of disability in any program or activity which receives Federal financial assistance. Discrimination is prohibited in all aspects of employment against persons with disabilities who, with or without reasonable accommodation, can perform the essential functions of the job. If you believe you have been discriminated against in a program of any institution which receives Federal financial assistance, you should immediately contact the Federal agency providing such assistance.

(Revised 10/20/2022)



Conozca sus Derechos: La Discriminación en el Lugar de Trabajo es Ilegal

La Comisión Para la Igualdad de Oportunidades en el Empleo (EEOC, por sus siglas en inglés) de los EE. UU. hace cumplir las leyes federales que lo protegen contra la discriminación en el empleo. Si cree que ha sido discriminado(a) en el trabajo o al solicitar un trabajo, la EEOC puede ayudarle.

¿Quién está Protegido?

- Empleados (actuales y anteriores), incluyendo gerentes y empleados temporales
- Aplicantes de trabajo
- Miembros de sindicatos y Solicitantes de membresía en un sindicato

¿Qué Organizaciones están Cubiertas?

- La mayoría de los empleadores privados
- Gobiernos estatales y locales (como empleadores)
- Instituciones educativas (como empleadores)
- Sindicatos
- Agencias de empleo

¿Qué Tipos de Discriminación Laboral son Ilegales?

Según las leyes de la EEOC, un empleador no puede discriminarlo, independientemente de su estatus migratorio, por motivos de:

- Raza
- Color
- Religión
- Origen nacional
- Sexo (incluyendo embarazo y condiciones relacionadas, orientación sexual o identidad de género)
- Edad (40 años o más)
- Discapacidad
- Información genética (incluyendo solicitudes

del empleador para la compra, el uso o la divulgación de pruebas genéticas, servicios genéticos o historial médico familiar)

- Tomar represalias por presentar un cargo, oponerse razonablemente a la discriminación o participar en una demanda, investigación o procedimiento por discriminación.

¿Qué Prácticas Laborales Pueden ser Discriminatorias?

Todos los aspectos del empleo, incluyendo:

- Despidos
- Acoso (incluyendo conducta física o verbal no deseada)
- Contratación o promoción
- Asignaciones
- Remuneración (salarios desiguales o compensación)
- Falta de proporcionar adaptaciones razonables para una discapacidad o para la creencia, observancia o práctica de una fe religiosa sinceramente realizada
- Beneficios
- Formación profesional
- Clasificación
- Referencias
- Obtención o divulgación de información genética de los empleados
- Solicitud o divulgación de información médica

de los empleados

- Conducta que podría desalentar razonablemente a alguien de oponerse a la discriminación, presentar un cargo o participar en una investigación o procedimiento.

¿Qué Puede Hacer si Cree que ha Ocurrido Discriminación?

Comuníquese con la EEOC de inmediato si sospecha discriminación. No demore, porque existen límites de tiempo estrictos para presentar una denuncia por discriminación (180 o 300 días, según el lugar donde viva o trabaje). Puede comunicarse con la EEOC de cualquiera de las siguientes maneras:

Presentar una consulta a través del Portal Público de la EEOC: <https://publicportal.eeoc.gov/Portal/Login.aspx>

Llame 1-800-669-4000 (número gratuito)
1-800-669-6820 (TTY)
1-844-234-5122 (Video Teléfono de ASL)

Visite una Oficina de Campo de la EEOC (información en www.eeoc.gov/field-office)

Corre Electrónico: info@eeoc.gov

Información adicional sobre la EEOC, incluyendo información sobre cómo presentar un cargo de discriminación, está disponible en www.eeoc.gov/es.



EMPLEADORES QUE TIENEN CONTRATOS O SUBCONTRATOS FEDERALES

La Oficina de Programas de Cumplimiento de Contratos Federales (OFCCP, por sus siglas en inglés) del Departamento de Trabajo hace cumplir los compromisos de no discriminación y acción afirmativa de las empresas que hacen negocios con el gobierno federal. Si está solicitando un trabajo con, o es un empleado de una empresa con un contrato o subcontrato federal, usted está protegido(a) por la ley federal contra la discriminación en las siguientes bases:

Raza, Color, Religión, Sexo, Orientación Sexual, Identidad de Género, Origen Nacional La Orden Ejecutiva 11246, enmendada, prohíbe la discriminación laboral por parte de los contratistas federales por motivos de raza, color, religión, sexo, orientación sexual, identidad de género u origen nacional, y requiere acción afirmativa para garantizar la igualdad de oportunidades en todos los aspectos del empleo.

Preguntar, Divulgar o Discutir Salarios La Orden Ejecutiva 11246, enmendada, protege a los solicitantes y empleados de contratistas federales de la discriminación basada en preguntar, divulgar o discutir su compensación o la compensación de otros solicitantes o empleados.

Discapacidad La Sección 503 del Acta de Rehabilitación de 1973, según enmendada, protege a las personas calificadas con discapacidades contra la discriminación en la contratación, promoción, despido, pago, beneficios complementarios, capacitación laboral, clasificación, referencias y otros aspectos del empleo por parte de contratistas federales. La discriminación por discapacidad incluye no hacer adaptaciones razonables a las limitaciones físicas o mentales conocidas de una persona con una discapacidad que de otro modo calificaría y que es un solicitante o empleado, a menos que haga una dificultad excesiva para el empleador. La Sección 503 también requiere que los contratistas federales tomen medidas afirmativas para emplear y promover a personas calificadas con discapacidades en todos los niveles de

empleo, incluyendo a nivel ejecutivo.

Estatus Protegido Como Veterano El Acta de Asistencia para el Reajuste de los Veteranos de la Era de Vietnam de 1974, modificada, 38 U.S.C. 4212, prohíbe la discriminación laboral y requiere acción afirmativa para reclutar, emplear y avanzar en el empleo a veteranos discapacitados, veteranos recientemente separados (es decir, dentro de los tres años posteriores al su separación o liberación del servicio activo), veteranos en servicio activo en tiempo de guerra o insignia de campaña, o veteranos con medallas de servicio de las fuerzas armadas.

Represalias Se prohíben las represalias contra una persona que presente una queja por discriminación, participe en un procedimiento de la OFCCP o se oponga a la discriminación por parte de contratistas federales en virtud de estas leyes federales. Cualquier persona que crea que un contratista ha violado sus obligaciones de no discriminar o acción afirmativa bajo las autoridades de la OFCCP debe comunicarse de inmediato con:

La Oficina de Programas de Cumplimiento de Contratos Federales (OFCCP), Departamento de Trabajo de los EE. UU.,
200 Constitution Avenue, N.W.,
Washington, D.C. 20210
1-800-397-6251 (llamada gratuita).

Si es sordo, tiene problemas de audición o tiene una discapacidad del habla, marque 7-1-1 para acceder a los servicios de retransmisión de telecomunicaciones. También se puede contactar a la OFCCP enviando una pregunta en línea a la mesa de ayuda de la OFCCP en <https://ofccphelpdesk.dol.gov/s/>, o llamando a una oficina regional o distrital de la OFCCP, que figura en la mayoría de los directorios telefónicos bajo el Departamento de Trabajo de los EE.UU. y en la página web "Contáctenos" de la OFCCP en <https://www.dol.gov/agencies/ofccp/contact>.

PROGRAMAS O ACTIVIDADES QUE RECIBEN ASISTENCIA FINANCIERA FEDERAL

Raza, Color, Origen Nacional, Sexo Además de las protecciones del Título VII del Acta de Derechos Civiles de 1964, según enmendada, el Título VI del Acta de Derechos Civiles de 1964, según enmendada, prohíbe la discriminación por motivos de raza, color, u origen nacional en programas o actividades que reciben asistencia financiera. La discriminación laboral está cubierta por el Título VI si el objetivo principal de la asistencia financiera es la provisión de empleo, o cuando la discriminación laboral cause o pueda causar discriminación en la prestación de servicios bajo dichos programas. El Título IX de las Enmiendas de Educación de 1972 prohíbe la discriminación laboral por razón de sexo en programas o actividades educativas que reciben asistencia

financiera federal.

Personas con Discapacidades La Sección 504 del Acta de Rehabilitación de 1973, enmendada, prohíbe la discriminación laboral por motivos de discapacidad en cualquier programa o actividad que reciba asistencia financiera federal. Está prohibida la discriminación en todos los aspectos de empleo contra las personas con discapacidades que, con o sin ajustes razonables, pueden desempeñar las funciones esenciales del trabajo. Si cree que ha sido discriminado(a) en un programa de cualquier institución que recibe asistencia financiera federal, debe comunicarse de inmediato con la agencia federal que brinda dicha asistencia.

(Actualizado 10-20-2022)

WEST VIRGINIA MINIMUM WAGE

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 week, 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.
- Beginning with the 91st day of employment, an employer must pay the employee the required minimum wage rate.

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 2018

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- may not drive a motor vehicle as a principal part of their employment or for delivery purposes
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**For additional information contact: The West Virginia Division of Labor
Capitol Complex Building 6, Room 749B, Charleston, WV 25305 • (304) 558-7890**

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WEST VIRGINIA FAMILY LEAVE ACT

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

PARENTAL LEAVE ACT

PARENTAL LEAVE ACT – (W. Va. Code §21-5D-1, et. seq.). This legislation, enacted in 1989, covers employees of all departments, divisions, boards, bureaus, agencies, commissions or other units of State Government and County Boards of Education.

Under this law, an employee shall be entitled to a total of 12 weeks of unpaid *Parental Leave* following the exhaustion of all his or her annual and personal leave, during any 12-month period. The unpaid leave shall be granted to an employee for any of the following reasons:

- The birth of a son or daughter of the employee
- The placement of a son or daughter with the employee for adoption
- To care for the employee's son or daughter, spouse, parent, or dependent who has a serious health condition

The statute further states that in the case of a serious health condition, the leave may be taken intermittently when medically necessary.

If a leave of absence due to the birth or adoption of a child is foreseeable, the employee shall provide the employer with a two weeks written notice. If a leave of absence is foreseeable due to planned medical treatment or medical supervision, the employee shall make a reasonable effort to schedule the leave of absence so as not to disrupt the operations of the employer, subject to the approval of the health care provider.

If an employee requests *Parental Leave* to care for a family member with a serious health condition, the employer may require the employee to provide certification by a health care provider of the family member's health condition and that the employee's assistance is necessary. The certification shall be sufficient if it contains the following:

- That the child, dependent, parent, or employee has a serious health condition
- The date the serious health condition commenced and its probable duration
- The medical facts regarding the serious health condition, upon release by the patient

The position held by an employee immediately before the leave of absence shall be held and the employee shall be returned to that position upon his or her return to work. However, the employer may hire a temporary employee to fill the position for the period of time the employee is off work.

No employer may, because an employee received *Parental Leave*, reduce or deny any employment benefit or seniority which accrued to the employee before his or her leave commenced.

Revised January 2018

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UNEMPLOYMENT COMPENSATION

WORKFORCE West Virginia

Notice To Employees – Unemployment Benefits

TOTAL UNEMPLOYMENT

You are considered totally unemployed during any week in which you are totally separated from your employment, performing no services for which wages or other remuneration were paid to you. You must file your initial claim for total unemployment in person. Since a claim for unemployment compensation is effective the Sunday of the week in which it is filed, you should file your claim immediately after you are separated from your employment. You will be instructed on filing your continued claim. Your options for filing continued claims will include telephone or web filing.

PARTIAL UNEMPLOYMENT

You would be considered partially unemployed if you have been working fulltime, but due to business being slow, a breakdown of equipment, or similar reasons, your employer has to reduce your hours during the week. You may be entitled to partial unemployment benefits during this week if you earned less than what your weekly unemployment benefit amount would be plus \$60. Under these conditions, your employer should issue a Low Earnings Report for the week, showing your gross wages. You must complete the claims portion of the Low Earnings Report and file it with the local unemployment office as directed on the form.

ELIGIBILITY REQUIREMENTS

To be monetarily eligible to receive unemployment benefits you must have earned \$2200 gross wages in covered employment during two or more calendar quarters of your regular base period (first four of the last five completed calendar quarters) or alternative base period (the last four quarters immediately preceding the first day of the individual's benefit year).

ELIGIBILITY REQUIREMENTS - OTHER

If you are unemployed, you shall be eligible to receive benefits only 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 report as directed.
- You are able to work and available for full-time work for which you are fitted by prior training or experience.
- You are doing what a reasonable prudent person in your situation would do to find work.
- You have filed for and served a waiting period of one week during your benefit year.
- You have earned gross wages of less than

your weekly benefit amount plus \$60 during the week for which you claim benefits.

- You requalify on a new claim when you had a previous benefit year (must have earned eight times your old weekly benefit amount in covered employment after the beginning of your previous claim).
- You must participate in profiling and reemployment services when selected.

DISQUALIFICATIONS

You may be disqualified from drawing benefits:

1. If you leave work voluntarily without good cause involving fault on the part of your employer.
2. If you are discharged for misconduct.
3. If you fail without good cause to apply for available suitable work, to accept suitable work when offered, or to return to your customary selfemployment when directed to do so.
4. If you are unemployed due to a labor dispute.
5. For the week for which you receive wages in lieu of notice or Workers' Compensation for temporary total disability.
6. For the week for which you receive unemployment compensation under the laws of another state or of the United States.
7. For any week you are training, participating, or preparing to participate in sports or athletic events if there is reasonable assurance you will perform such services in the current or upcoming seasons.
8. If you are an employee of an educational institution or educational service agency, for any week of unemployment which commences during: a paid sabbatical leave; a holiday or vacation period between two academic years or terms, if you perform services in the first academic year or term or prior to the beginning of a holiday or vacation period and there is a contract or a reasonable assurance that you will perform services in the second academic year or term or after a holiday or vacation period. (EXCEPTION: If you have sufficient nonschool wages in your base period to qualify for benefits based upon the non-school wages only, you may be entitled to benefits during this period.)
9. For any week on the basis of services performed as an alien, unless you are lawfully residing in the United States and have a valid permit to work.
10. If you leave work voluntarily to attend

school or other educational institution, or are waiting to enter school or an educational institution.

11. For each week in which you are unemployed because of your request or that of your duly-authorized agent for a vacation at a specified time that leaves your employer no other alternative but to suspend operations.
12. For the week in which you receive any annuity, pension, or other retirement pay from a base period employer, or from a fund towards which a base period employer has contributed. If your remuneration is less than the unemployment benefits otherwise due you, your unemployment benefits will be reduced by the amount of your annuity, pension, etc.
13. For each week in which and for 52 weeks thereafter, if the commissioner finds that you, within the preceding 24 months, knowingly made a false statement or failed to reveal a material fact in order to obtain or increase or attempt to obtain or increase a benefit; and you shall be considered guilty of a misdemeanor and may be subject to severe penalties.

Neither the full effect nor the duration of a disqualification is given here in detail.

SOCIAL SECURITY NUMBER

Bring your Social Security Card with you when you report to the local office. Your Social Security Number will only be printed on the most pertinent documents.

VOLUNTARY INCOME TAX WITHHOLDING PROGRAM

Unemployment compensation benefits are subject to Federal income tax and there are requirements relating to estimated tax payments. You may choose to have Federal income tax deducted and withheld from any unemployment benefits paid to you.

CLAIMS OFFICES

These **FULL-TIME CLAIMS OFFICES** are operated Monday through Friday each week:

BECKLEY	MERCER COUNTY
CHARLESTON	MORGANTOWN
CLARKSBURG	PARKERSBURG
ELKINS	PUTNAM
FAIRMONT	SOUTH BRANCH
GREENBRIER	SUMMERSVILLE
VALLEY	WEIRTON
HUNTINGTON	WELCH
LOGAN	WHEELING
MARTINSBURG	

PRINT

UNEMPLOYMENT COMPENSATION

Unemployment Compensation Benefit Rate Table

Wage Class	Wages in Base Period	Weekly Benefit Rate	Maximum Benefit Rate	Wage Class	Wages in Base Period	Weekly Benefit Rate	Maximum Benefit Rate	Wage Class	Wages in Base Period	Weekly Benefit Rate	Maximum Benefit Rate
	Under \$2,200	ineligible		129	21,400.00 - 21,549.99	227.00	5,902.00	258	40,750.00 - 40,899.99	431.00	11,206.00
1	\$2,200.00 - 2,349.99	24.00	624.00	130	21,550.00 - 21,699.99	228.00	5,928.00	259	40,900.00 - 41,049.99	433.00	11,258.00
2	2,350.00 - 2,499.99	25.00	650.00	131	21,700.00 - 21,849.99	230.00	5,980.00	260	41,050.00 - 41,199.99	434.00	11,284.00
3	2,500.00 - 2,649.99	27.00	702.00	132	21,850.00 - 21,999.99	231.00	6,006.00	261	41,200.00 - 41,349.99	436.00	11,336.00
4	2,650.00 - 2,799.99	28.00	728.00	133	22,000.00 - 22,149.99	233.00	6,058.00	262	41,350.00 - 41,499.99	438.00	11,388.00
5	2,800.00 - 2,949.99	30.00	780.00	134	22,150.00 - 22,299.99	235.00	6,110.00	263	41,500.00 - 41,649.99	439.00	11,414.00
6	2,950.00 - 3,099.99	31.00	806.00	135	22,300.00 - 22,449.99	236.00	6,136.00	264	41,650.00 - 41,799.99	441.00	11,466.00
7	3,100.00 - 3,249.99	33.00	858.00	136	22,450.00 - 22,599.99	238.00	6,188.00	265	41,800.00 - 41,949.99	442.00	11,492.00
8	3,250.00 - 3,399.99	35.00	910.00	137	22,600.00 - 22,749.99	239.00	6,214.00	266	41,950.00 - 42,099.99	444.00	11,544.00
9	3,400.00 - 3,549.99	36.00	936.00	138	22,750.00 - 22,899.99	241.00	6,266.00	267	42,100.00 - 42,249.99	446.00	11,596.00
10	3,550.00 - 3,699.99	38.00	988.00	139	22,900.00 - 23,049.99	243.00	6,318.00	268	42,250.00 - 42,399.99	447.00	11,622.00
11	3,700.00 - 3,849.99	39.00	1,014.00	140	23,050.00 - 23,199.99	244.00	6,344.00	269	42,400.00 - 42,549.99	449.00	11,674.00
12	3,850.00 - 3,999.99	41.00	1,066.00	141	23,200.00 - 23,349.99	246.00	6,396.00	270	42,550.00 - 42,699.99	450.00	11,700.00
13	4,000.00 - 4,149.99	43.00	1,118.00	142	23,350.00 - 23,499.99	247.00	6,422.00	271	42,700.00 - 42,849.99	452.00	11,752.00
14	4,150.00 - 4,299.99	44.00	1,144.00	143	23,500.00 - 23,649.99	249.00	6,474.00	272	42,850.00 - 42,999.99	454.00	11,804.00
15	4,300.00 - 4,449.99	46.00	1,196.00	144	23,650.00 - 23,799.99	250.00	6,500.00	273	43,000.00 - 43,149.99	455.00	11,830.00
16	4,450.00 - 4,599.99	47.00	1,222.00	145	23,800.00 - 23,949.99	252.00	6,552.00	274	43,150.00 - 43,299.99	457.00	11,882.00
17	4,600.00 - 4,749.99	49.00	1,274.00	146	23,950.00 - 24,099.99	254.00	6,604.00	275	43,300.00 - 43,449.99	458.00	11,908.00
18	4,750.00 - 4,899.99	51.00	1,326.00	147	24,100.00 - 24,249.99	255.00	6,630.00	276	43,450.00 - 43,599.99	460.00	11,960.00
19	4,900.00 - 5,049.99	52.00	1,352.00	148	24,250.00 - 24,399.99	257.00	6,682.00	277	43,600.00 - 43,749.99	461.00	11,986.00
20	5,050.00 - 5,199.99	54.00	1,404.00	149	24,400.00 - 24,549.99	258.00	6,708.00	278	43,750.00 - 43,899.99	463.00	12,038.00
21	5,200.00 - 5,349.99	55.00	1,430.00	150	24,550.00 - 24,699.99	260.00	6,760.00	279	43,900.00 - 44,049.99	465.00	12,090.00
22	5,350.00 - 5,499.99	57.00	1,482.00	151	24,700.00 - 24,849.99	262.00	6,812.00	280	44,050.00 - 44,199.99	466.00	12,116.00
23	5,500.00 - 5,649.99	58.00	1,508.00	152	24,850.00 - 24,999.99	263.00	6,838.00	281	44,200.00 - 44,349.99	468.00	12,168.00
24	5,650.00 - 5,799.99	60.00	1,560.00	153	25,000.00 - 25,149.99	265.00	6,890.00	282	44,350.00 - 44,499.99	469.00	12,194.00
25	5,800.00 - 5,949.99	62.00	1,612.00	154	25,150.00 - 25,299.99	266.00	6,916.00	283	44,500.00 - 44,649.99	471.00	12,246.00
26	5,950.00 - 6,099.99	63.00	1,638.00	155	25,300.00 - 25,449.99	268.00	6,968.00	284	44,650.00 - 44,799.99	473.00	12,298.00
27	6,100.00 - 6,249.99	65.00	1,690.00	156	25,450.00 - 25,599.99	269.00	6,994.00	285	44,800.00 - 44,949.99	474.00	12,324.00
28	6,250.00 - 6,399.99	66.00	1,716.00	157	25,600.00 - 25,749.99	271.00	7,046.00	286	44,950.00 - 45,099.99	476.00	12,376.00
29	6,400.00 - 6,549.99	68.00	1,768.00	158	25,750.00 - 25,899.99	273.00	7,098.00	287	45,100.00 - 45,249.99	477.00	12,402.00
30	6,550.00 - 6,699.99	70.00	1,820.00	159	25,900.00 - 26,049.99	274.00	7,124.00	288	45,250.00 - 45,399.99	479.00	12,402.00
31	6,700.00 - 6,849.99	71.00	1,846.00	160	26,050.00 - 26,199.99	276.00	7,176.00	289	45,400.00 - 45,549.99	480.00	12,480.00
32	6,850.00 - 6,999.99	73.00	1,898.00	161	26,200.00 - 26,349.99	277.00	7,202.00	290	45,550.00 - 45,699.99	482.00	12,532.00
33	7,000.00 - 7,149.99	74.00	1,924.00	162	26,350.00 - 26,499.99	279.00	7,254.00	291	45,700.00 - 45,849.99	484.00	12,584.00
34	7,150.00 - 7,299.99	76.00	1,976.00	163	26,500.00 - 26,649.99	281.00	7,306.00	292	45,850.00 - 45,999.99	485.00	12,610.00
35	7,300.00 - 7,449.99	78.00	2,028.00	164	26,650.00 - 26,799.99	282.00	7,332.00	293	46,000.00 - 46,149.99	487.00	12,662.00
36	7,450.00 - 7,599.99	79.00	2,054.00	165	26,800.00 - 26,949.99	284.00	7,384.00	294	46,150.00 - 46,299.99	488.00	12,688.00
37	7,600.00 - 7,749.99	81.00	2,106.00	166	26,950.00 - 27,099.99	285.00	7,410.00	295	46,300.00 - 46,449.99	490.00	12,740.00
38	7,750.00 - 7,899.99	82.00	2,132.00	167	27,100.00 - 27,249.99	287.00	7,462.00	296	46,450.00 - 46,599.99	492.00	12,792.00
39	7,900.00 - 8,049.99	84.00	2,184.00	168	27,250.00 - 27,399.99	289.00	7,514.00	297	46,600.00 - 46,749.99	493.00	12,818.00
40	8,050.00 - 8,199.99	85.00	2,210.00	169	27,400.00 - 27,549.99	290.00	7,540.00	298	46,750.00 - 46,899.99	495.00	12,870.00
41	8,200.00 - 8,349.99	87.00	2,262.00	170	27,550.00 - 27,699.99	292.00	7,592.00	299	46,900.00 - 47,049.99	496.00	12,896.00
42	8,350.00 - 8,499.99	89.00	2,314.00	171	27,700.00 - 27,849.99	293.00	7,618.00	300	47,050.00 - 47,199.99	498.00	12,948.00
43	8,500.00 - 8,649.99	90.00	2,340.00	172	27,850.00 - 27,999.99	295.00	7,670.00	301	47,200.00 - 47,349.99	500.00	13,000.00
44	8,650.00 - 8,799.99	92.00	2,392.00	173	28,000.00 - 28,149.99	296.00	7,696.00	302	47,350.00 - 47,499.99	501.00	13,026.00
45	8,800.00 - 8,949.99	93.00	2,418.00	174	28,150.00 - 28,299.99	298.00	7,748.00	303	47,500.00 - 47,649.99	503.00	13,078.00
46	8,950.00 - 9,099.99	95.00	2,470.00	175	28,300.00 - 28,449.99	300.00	7,800.00	304	47,650.00 - 47,799.99	504.00	13,104.00
47	9,100.00 - 9,249.99	97.00	2,522.00	176	28,450.00 - 28,599.99	301.00	7,826.00	305	47,800.00 - 47,949.99	506.00	13,156.00
48	9,250.00 - 9,399.99	98.00	2,548.00	177	28,600.00 - 28,749.99	303.00	7,878.00	306	47,950.00 - 48,099.99	507.00	13,182.00
49	9,400.00 - 9,549.99	100.00	2,600.00	178	28,750.00 - 28,899.99	304.00	7,904.00	307	48,100.00 - 48,249.99	509.00	13,234.00
50	9,550.00 - 9,699.99	101.00	2,626.00	179	28,900.00 - 29,049.99	306.00	7,956.00	308	48,250.00 - 48,399.99	511.00	13,286.00
51	9,700.00 - 9,849.99	103.00	2,678.00	180	29,050.00 - 29,199.99	308.00	8,008.00	309	48,400.00 - 48,549.99	512.00	13,312.00
52	9,850.00 - 9,999.99	104.00	2,704.00	181	29,200.00 - 29,349.99	309.00	8,034.00	310	48,550.00 - 48,699.99	514.00	13,364.00
53	10,000.00 - 10,149.99	106.00	2,756.00	182	29,350.00 - 29,499.99	311.00	8,086.00	311	48,700.00 - 48,849.99	515.00	13,390.00
54	10,150.00 - 10,299.99	108.00	2,808.00	183	29,500.00 - 29,649.99	312.00	8,112.00	312	48,850.00 - 48,999.99	517.00	13,442.00
55	10,300.00 - 10,449.99	109.00	2,834.00	184	29,650.00 - 29,799.99	314.00	8,164.00	313	49,000.00 - 49,149.99	519.00	13,494.00
56	10,450.00 - 10,599.99	111.00	2,886.00	185	29,800.00 - 29,949.99	315.00	8,190.00	314	49,150.00 - 49,299.99	520.00	13,520.00
57	10,600.00 - 10,749.99	112.00	2,912.00	186	29,950.00 - 30,099.99	317.00	8,242.00	315	49,300.00 - 49,449.99	522.00	13,572.00
58	10,750.00 - 10,899.99	114.00	2,964.00	187	30,100.00 - 30,249.99	319.00	8,294.00	316	49,450.00 - 49,599.99	523.00	13,598.00
59	10,900.00 - 11,049.99	116.00	3,016.00	188	30,250.00 - 30,399.99	320.00	8,320.00	317	49,600.00 - 49,749.99	525.00	13,650.00
60	11,050.00 - 11,199.99	117.00	3,042.00	189	30,400.00 - 30,549.99	322.00	8,372.00	318	49,750.00 - 49,899.99	526.00	13,676.00
61	11,200.00 - 11,349.99	119.00	3,094.00	190	30,550.00 - 30,699.99	323.00	8,398.00	319	49,900.00 - 50,049.99	528.00	13,728.00
62	11,350.00 - 11,499.99	120.00	3,120.00	191	30,700.00 - 30,849.99	325.00	8,450.00	320	50,050.00 - 50,199.99	530.00	13,780.00
63	11,500.00 - 11,649.99	122.00	3,172.00	192	30,850.00 - 30,999.99	327.00	8,502.00	321	50,200.00 - 50,349.99	531.00	13,806.00
64	11,650.00 - 11,799.99	124.00	3,224.00	193	31,000.00 - 31,149.99	328.00	8,528.00	322	50,350.00 - 50,499.99	533.00	13,

UNEMPLOYMENT COMPENSATION

67	12,100.00 - 12,249.99	128.00	3,328.00	196	31,450.00 - 31,599.99	333.00	8,658.00	325	50,800.00 - 50,949.99	538.00	13,988.00
68	12,250.00 - 12,399.99	130.00	3,380.00	197	31,600.00 - 31,749.99	335.00	8,710.00	326	50,950.00 - 51,099.99	539.00	14,014.00
69	12,400.00 - 12,549.99	131.00	3,406.00	198	31,750.00 - 31,899.99	336.00	8,736.00	327	51,100.00 - 51,249.99	541.00	14,066.00
70	12,550.00 - 12,699.99	133.00	3,458.00	199	31,900.00 - 32,049.99	338.00	8,788.00	328	51,250.00 - 51,399.99	542.00	14,092.00
71	12,700.00 - 12,849.99	135.00	3,510.00	200	32,050.00 - 32,199.99	339.00	8,814.00	329	51,400.00 - 51,549.99	544.00	14,144.00
72	12,850.00 - 12,999.99	136.00	3,536.00	201	32,200.00 - 32,349.99	341.00	8,866.00	330	51,550.00 - 51,699.99	546.00	14,196.00
73	13,000.00 - 13,149.99	138.00	3,588.00	202	32,350.00 - 32,499.99	342.00	8,892.00	331	51,700.00 - 51,849.99	547.00	14,222.00
74	13,150.00 - 13,299.99	139.00	3,614.00	203	32,500.00 - 32,649.99	344.00	8,944.00	332	51,850.00 - 51,999.99	549.00	14,274.00
75	13,300.00 - 13,449.99	141.00	3,666.00	204	32,650.00 - 32,799.99	346.00	8,996.00	333	52,000.00 - 52,149.99	550.00	14,300.00
76	13,450.00 - 13,599.99	143.00	3,718.00	205	32,800.00 - 32,949.99	347.00	9,022.00	334	52,150.00 - 52,299.99	552.00	14,352.00
77	13,600.00 - 13,749.99	144.00	3,744.00	206	32,950.00 - 33,099.99	349.00	9,074.00	335	52,300.00 - 52,449.99	553.00	14,378.00
78	13,750.00 - 13,899.99	146.00	3,796.00	207	33,100.00 - 33,249.99	350.00	9,100.00	336	52,450.00 - 52,599.99	555.00	14,430.00
79	13,900.00 - 14,049.99	147.00	3,822.00	208	33,250.00 - 33,399.99	352.00	9,152.00	337	52,600.00 - 52,749.99	557.00	14,482.00
80	14,050.00 - 14,199.99	149.00	3,874.00	209	33,400.00 - 33,549.99	354.00	9,204.00	338	52,750.00 - 52,899.99	558.00	14,508.00
81	14,200.00 - 14,349.99	150.00	3,900.00	210	33,550.00 - 33,699.99	355.00	9,230.00	339	52,900.00 - 53,049.99	560.00	14,560.00
82	14,350.00 - 14,499.99	152.00	3,952.00	211	33,700.00 - 33,849.99	357.00	9,282.00	340	53,050.00 - 53,199.99	561.00	14,586.00
83	14,500.00 - 14,649.99	154.00	4,004.00	212	33,850.00 - 33,999.99	358.00	9,308.00	341	53,200.00 - 53,349.99	563.00	14,638.00
84	14,650.00 - 14,799.99	155.00	4,030.00	213	34,000.00 - 34,149.99	360.00	9,360.00	342	53,350.00 - 53,499.99	565.00	14,690.00
85	14,800.00 - 14,949.99	157.00	4,082.00	214	34,150.00 - 34,299.99	361.00	9,386.00	343	53,500.00 - 53,649.99	566.00	14,716.00
86	14,950.00 - 15,099.99	158.00	4,108.00	215	34,300.00 - 34,449.99	363.00	9,438.00	344	53,650.00 - 53,799.99	568.00	14,768.00
87	15,100.00 - 15,249.99	160.00	4,160.00	216	34,450.00 - 34,599.99	365.00	9,490.00	345	53,800.00 - 53,949.99	569.00	14,794.00
88	15,250.00 - 15,399.99	162.00	4,212.00	217	34,600.00 - 34,749.99	366.00	9,516.00	346	53,950.00 - 54,099.99	571.00	14,846.00
89	15,400.00 - 15,549.99	163.00	4,238.00	218	34,750.00 - 34,899.99	368.00	9,568.00	347	54,100.00 - 54,249.99	573.00	14,898.00
90	15,550.00 - 15,699.99	165.00	4,290.00	219	34,900.00 - 35,049.99	369.00	9,594.00	348	54,250.00 - 54,399.99	574.00	14,924.00
91	15,700.00 - 15,849.99	166.00	4,316.00	220	35,050.00 - 35,199.99	371.00	9,646.00	349	54,400.00 - 54,549.99	576.00	14,976.00
92	15,850.00 - 15,999.99	168.00	4,368.00	221	35,200.00 - 35,349.99	373.00	9,698.00	350	54,550.00 - 54,699.99	577.00	15,002.00
93	16,000.00 - 16,149.99	170.00	4,420.00	222	35,350.00 - 35,499.99	374.00	9,724.00	351	54,700.00 - 54,849.99	579.00	15,054.00
94	16,150.00 - 16,299.99	171.00	4,446.00	223	35,500.00 - 35,649.99	376.00	9,776.00	352	54,850.00 - 54,999.99	580.00	15,080.00
95	16,300.00 - 16,449.99	173.00	4,498.00	224	35,650.00 - 35,799.99	377.00	9,802.00	353	55,000.00 - 55,149.99	582.00	15,132.00
96	16,450.00 - 16,599.99	174.00	4,524.00	225	35,800.00 - 35,949.99	379.00	9,854.00	354	55,150.00 - 55,299.99	584.00	15,184.00
97	16,600.00 - 16,749.99	176.00	4,576.00	226	35,950.00 - 36,099.99	381.00	9,906.00	355	55,300.00 - 55,449.99	585.00	15,210.00
98	16,750.00 - 16,899.99	177.00	4,602.00	227	36,100.00 - 36,249.99	382.00	9,932.00	356	55,450.00 - 55,599.99	587.00	15,262.00
99	16,900.00 - 17,049.99	179.00	4,654.00	228	36,250.00 - 36,399.99	384.00	9,984.00	357	55,600.00 - 55,749.99	588.00	15,288.00
100	17,050.00 - 17,199.99	181.00	4,706.00	229	36,400.00 - 36,549.99	385.00	10,010.00	358	55,750.00 - 55,899.99	590.00	15,340.00
101	17,200.00 - 17,349.99	182.00	4,732.00	230	36,550.00 - 36,699.99	387.00	10,062.00	359	55,900.00 - 56,049.99	592.00	15,392.00
102	17,350.00 - 17,499.99	184.00	4,784.00	231	36,700.00 - 36,849.99	388.00	10,088.00	360	56,050.00 - 56,199.99	593.00	15,418.00
103	17,500.00 - 17,649.99	185.00	4,810.00	232	36,850.00 - 36,999.99	390.00	10,140.00	361	56,200.00 - 56,349.99	595.00	15,470.00
104	17,650.00 - 17,799.99	187.00	4,862.00	233	37,000.00 - 37,149.99	392.00	10,192.00	362	56,350.00 - 56,499.99	596.00	15,496.00
105	17,800.00 - 17,949.99	189.00	4,914.00	234	37,150.00 - 37,299.99	393.00	10,218.00	363	56,500.00 - 56,649.99	598.00	15,548.00
106	17,950.00 - 18,099.99	190.00	4,940.00	235	37,300.00 - 37,449.99	395.00	10,270.00	364	56,650.00 - 56,799.99	599.00	15,574.00
107	18,100.00 - 18,249.99	192.00	4,992.00	236	37,450.00 - 37,599.99	396.00	10,296.00	365	56,800.00 - 56,949.99	601.00	15,626.00
108	18,250.00 - 18,399.99	193.00	5,018.00	237	37,600.00 - 37,749.99	398.00	10,348.00	366	56,950.00 - 57,099.99	603.00	15,678.00
109	18,400.00 - 18,549.99	195.00	5,070.00	238	37,750.00 - 37,899.99	400.00	10,400.00	367	57,100.00 - 57,249.99	604.00	15,704.00
110	18,550.00 - 18,699.99	196.00	5,096.00	239	37,900.00 - 38,049.99	401.00	10,426.00	368	57,250.00 - 57,399.99	606.00	15,756.00
111	18,700.00 - 18,849.99	198.00	5,148.00	240	38,050.00 - 38,199.99	403.00	10,478.00	369	57,400.00 - 57,549.99	607.00	15,782.00
112	18,850.00 - 18,999.99	200.00	5,200.00	241	38,200.00 - 38,349.99	404.00	10,504.00	370	57,550.00 - 57,699.99	608.00	15,808.00
113	19,000.00 - 19,149.99	201.00	5,226.00	242	38,350.00 - 38,499.99	406.00	10,556.00	371	57,700.00 - 57,849.99	611.00	15,886.00
114	19,150.00 - 19,299.99	203.00	5,278.00	243	38,500.00 - 38,649.99	408.00	10,608.00	372	57,850.00 - 57,999.99	612.00	15,912.00
115	19,300.00 - 19,449.99	204.00	5,304.00	244	38,650.00 - 38,799.99	409.00	10,634.00	373	58,000.00 - 58,149.99	614.00	15,964.00
116	19,450.00 - 19,599.99	206.00	5,356.00	245	38,800.00 - 38,949.99	411.00	10,686.00	374	58,150.00 - 58,299.99	615.00	15,990.00
117	19,600.00 - 19,749.99	208.00	5,408.00	246	38,950.00 - 39,099.99	412.00	10,712.00	375	58,300.00 - 58,449.99	617.00	16,042.00
118	19,750.00 - 19,899.99	209.00	5,434.00	247	39,100.00 - 39,249.99	414.00	10,764.00	376	58,450.00 - 58,599.99	619.00	16,094.00
119	19,900.00 - 20,049.99	211.00	5,486.00	248	39,250.00 - 39,399.99	415.00	10,790.00	377	58,600.00 - 58,749.99	620.00	16,120.00
120	20,050.00 - 20,199.99	212.00	5,512.00	249	39,400.00 - 39,549.99	417.00	10,842.00	378	58,750.00 - 58,899.99	622.00	16,172.00
121	20,200.00 - 20,349.99	214.00	5,564.00	250	39,550.00 - 39,699.99	419.00	10,894.00	379	58,900.00 - 59,049.99	623.00	16,198.00
122	20,350.00 - 20,499.99	216.00	5,616.00	251	39,700.00 - 39,849.99	420.00	10,920.00	380	59,050.00 - 59,199.99	625.00	16,250.00
123	20,500.00 - 20,649.99	217.00	5,642.00	252	39,850.00 - 39,999.99	422.00	10,972.00	381	59,200.00 - 59,349.99	626.00	16,276.00
124	20,650.00 - 20,799.99	219.00	5,694.00	253	40,000.00 - 40,149.99	423.00	10,998.00	382	59,350.00 - 59,499.99	628.00	16,328.00
125	20,800.00 - 20,949.99	220.00	5,720.00	254	40,150.00 - 40,299.99	425.00	11,050.00	383	59,500.00 - 59,649.99	630.00	16,380.00
126	20,950.00 - 21,099.99	222.00	5,772.00	255	40,300.00 - 40,449.99	427.00	11,102.00				
127	21,100.00 - 21,249.99	223.00	5,798.00	256	40,450.00 - 40,599.99	428.00	11,128.00				
128	21,250.00 - 21,399.99	225.00	5,850.00	257	40,600.00 - 40,749.99	430.00	11,180.00				

WVUC-B-59, effective July 1, 2022

PRINT

WAGE PAYMENT AND COLLECTION ACT

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

WEST VIRGINIA WAGE PAYMENT AND COLLECTION ACT

This abstract must be placed in an area accessible to all employees in accordance with the requirements of W. Va. Code §21-5-9.

§21-5 REQUIRES THE EMPLOYER TO:

Pay employee wages at least twice a month, with no more than 19 days between paydays.

Compensate employees for services rendered by cash, check, direct deposit, or money order, and make arrangements with a bank convenient to the place of employment for employees to have immediate access to their wages.

When an employee is discharged, quits, resigns, is laid off, or is on strike, pay the employee on or before the next regularly scheduled payday for all work he or she performed prior to his or her separation from employment.

On separation from employment, pay an employee the fringe benefits due and payable according to the time, terms, and conditions of an employer-employee agreement, whether verbal or written, if any.

Notify employees in writing at the time of hire, or by a posted notice that is accessible to all employees, identifying the employer's established work week, pay periods, regularly scheduled pay days, and employment practices and policies regarding vacation, sick leave and other fringe benefits, if any.

Provide employees with at least 1 full pay period's written notice before making any changes to an employee's rate of pay, fringe benefits, the time and place for meeting payroll, or any other existing terms or conditions of employment.

Furnish each employee with a written itemized statement of deductions withheld from his or her wages each pay period.

§21-5 PREVENTS THE EMPLOYER FROM:

Selling goods or supplies to employees at prices higher than the current market value.

Deducting more than 25% of an employee's net earnings under a wage assignment (excluding amounts required by law to be withheld or paid for union or club dues, pension plans, payroll savings plans, credit unions, charities, and hospitalization and medical insurance).

Accepting a wage assignment that does not contain the employee's notarized signature, specify the total amount due and the amount to be deducted, and state that 75% of the employee's net wages are exempt from assignment.

Refusing to pay wages owed, up to \$800.00, to the relatives of a deceased employee.

Revised January 2018

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WHISTLE BLOWERS' PROTECTION ACT

NOTICE: WEST VIRGINIA WHISTLE-BLOWER LAW

The West Virginia Whistle-blower Law protects public employees against discharge, discrimination, or retaliation when they, in good faith, report any instances of

WASTE

Substantial abuse, misuse, destruction,
or loss of public funds or resources
designed to protect the public interest

WRONGDOING

Non-technical violations of any statute,
regulation, ordinance, or code of ethics

W. Va. Code § 6C-1-1

To report any instance of waste or wrongdoing, as defined above, contact the appropriate supervisory personnel in your office or agency, or other appropriate official. Published and distributed by the West Virginia Division of Personnel;

Revised November 2003

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NOTICE TO EMPLOYEES

You are entitled to medical benefits and possibly wage replacement benefits in the event of an occupational injury or disease arising out of employment. When a traumatic injury or death occurs or an occupational disease is contracted in the course of your employment, you must notify your employer immediately. Failure to immediately give notice to your employer of the injury shall weigh against a finding of compensability and will dilute the credibility and reliability of your claim. Notice provided to your employer within two (2) working days of the injury shall be deemed immediate notice. You are responsible for filing the application for workers' compensation benefits within six months from the date of injury. The time limit on occupational pneumoconiosis and disease claims is three years from the date of last exposure. The time limit to file fatal occupational pneumoconiosis/occupational disease claims is one year. For a traumatic death, the claim must be filed within six months of death.

If you are currently receiving Permanent Total Disability benefits, you are hereby notified that it is your responsibility to inform the Workers' Compensation Commission, P. O. Box 431, Charleston, West Virginia 25322-0431, of your employment. In accordance with Section 23-4-25 of the Workers' Compensation statute, your Permanent Total Disability benefits shall be offset as long as you are employed. It is a criminal offense to file a false claim or to furnish false information in support of a claim.

Bureau of Employment Program - Charleston, West Virginia 25301

WC-E761 - Rev. 6-05

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