

COMMUNICABLE POSTINGS



DOMESTIC VIOLENCE



Connecticut Coalition Against Domestic Violence

DOMESTIC VIOLENCE RESOURCES IN CONNECTICUT

Domestic violence is a pattern of coercive, controlling behavior that can include emotional abuse, psychological abuse, physical abuse, sexual abuse, and/or financial abuse. It is the result of a person's feeling of entitlement to have power and control over their partner or family member and their choice to use abusive behaviors to gain and maintain that power and control. The pattern of abusive behavior is designed to make the victim dependent upon the abuser, leaving the victim feeling scared, confused, and insecure about their ability to survive on their own, financially or otherwise.

If you or someone you know is experiencing an abusive relationship, help is available. Whether you need information, help, or just someone to talk to, we're here to listen.

Connecticut's domestic violence information and resource hub

CTSafeConnect.org | 888.774.2900

CALL • TEXT • CHAT • EMAIL • 24/7

All services are safe, free, confidential & voluntary

CTSafeConnect

Safe Connect advocates can help you think through options and get you connected with one of CCADV's 18 local domestic violence organizations for services such as counseling, support groups, advocacy for accessing basic needs, court-based advocacy, age-appropriate child advocacy, and support in finding shelter and other housing options."

IT IS ILLEGAL TO DISCRIMINATE AGAINST SOMEONE BASED ON THEIR STATUS AS A VICTIM OF DOMESTIC VIOLENCE

Your employer cannot treat you differently or take actions against you based on your status as a victim of domestic violence, nor can they deny you reasonable leave of absence for certain issues related to the abuse you or your dependent children have experienced, including:

- Seeking attention for injuries caused by domestic violence, including for a child;
- Obtaining services including safety planning from a domestic violence or rape crisis center;
- Obtaining psychological counseling related to domestic violence, including for a child;
- Taking other actions to increase safety from future incidents of domestic violence, including temporary or permanent relocation; or
- Obtaining legal services, assisting in the prosecution of the offense, or otherwise participating in legal proceedings in relation to domestic violence.

If you feel you have been discriminated against due to your status as a victim of domestic violence or if you have been denied a reasonable leave of absence to deal with issues related to abuse, contact the Connecticut Commission on Human Rights and Opportunities at 860-541-3400, CT Toll Free 1-800-477-5737, or online at www.ct.gov/CHRO

MINIMUM WAGE

DOL-79 (Rev. 1/25)

POST AND KEEP POSTED WHERE EMPLOYEES MAY READ

Mandatory Order No. 8

Inquiries or Complaints of Violation of this Order Should be Sent to Wage and Workplace Standards Division, Department of Labor, 200 Folly Brook Blvd., Wethersfield, CT 06109-1114.

STATE OF CONNECTICUT

MINIMUM FAIR WAGE RATES FOR PERSONS EMPLOYED IN THE RESTAURANT AND HOTEL RESTAURANT OCCUPATIONS

Web Site: www.ct.gov/dol

SEC. 31-62-E1. WAGE ORDER:

(a) **RATE: THE FOLLOWING MINIMUM WAGES ARE ORDERED:**

\$16.35 per hour on 1-1-25 except those persons employed under this wage order as service employees. Waitpersons shall be paid \$3.38 per hour plus gratuities on 1-1-25 and bartenders shall be paid \$5.23 per hour plus gratuities on 1-1-25.

(b) **MINIMUM DAILY EARNINGS GUARANTEED:** An employee regularly reporting for work, unless given adequate notice the day before or the contrary or any employee called for work in any day, shall be assured a minimum of eight hours of work at not less than the minimum rate if the employee is able and ready to work for that period. If the employee is either unwilling or unable to work the number of hours necessary to ensure the two-hour guarantee, a statement signed by the employee in support of this statement must be on file as a part of the employer's records.

(c) **WORK ON SEVENTH CONSECUTIVE DAY:** Not less than one and one-half times the minimum rate for time worked on the seventh consecutive day.

(d) **OVERTIME:** Not less than one and one-half times the regular rate for all hours worked in excess of 40 in any work week.

(e) **RESTAURANT OR RATION:** Includes all persons engaged in the preparation and serving of food for human consumption, or in any operation incidental or supplemental thereto irrespective of whether the food is served at or away from the point of preparation, and irrespective of whether the preparation and serving of food is the principal business of the employing establishment or enterprise, with the exception that this definition shall not include the preparation and serving of food in a school or educational institution, or in a social service organization where the food service is not a principal business, or in a hospital, nursing home, or convalescent home or for the elderly where the food service is not regularly available to the general public and is incidental to the care of the patients.

This occupation includes but is not limited to the performance of duties, including, but not limited to, preparation of food, including the preparation and serving of food in department and variety stores, drugstores, candy stores, bakeries, pizzerias, delicatessens, places of amusement and recreation, commercial and industrial establishments and social, recreational, fraternal and professional clubs which either regularly or incidentally serve food, as well as other establishments or businesses meeting the condition stated in the general definition.

(f) **"SERVICE EMPLOYEE"** means any person who is employed or permitted to work in any restaurant or place of amusement, entertainment, or recreation. ("SERVICE EMPLOYEE" means any employee whose duties relate solely to the serving of food or beverage to patrons seated at tables or booths, and to the performance of duties incidental to such service, and who customarily receives gratuities.

(g) **"OUTSIDE INCIDENTAL TO SUCH SERVICE"** means performance of the following tasks:

- Taking orders from patrons for food or beverages;
- Checking with customers to ensure that they are enjoying their meals and taking action to correct any problems;
- Checking patrons' identification to ensure that they meet minimum age requirements for consumption of alcoholic beverages;
- Collecting payments from customers;
- Writing patrons' food orders on order slips, memorizing orders, or entering orders into computers for transmission to kitchen staff;
- Preparing checks that entitle and total netted costs and sales taxes;
- Presenting menus to patrons and answering questions about menu items, making recommendations upon request;
- Removing dishes and beverages from tables or counters and taking them to the kitchen for clearing;
- Serving food or drinks to patrons, and preparing or serving specialty dishes at tables as requested;
- Cleaning tables or counters after patrons have finished dining;
- Preparing tables for meals, including setting up items such as linens, silverware, and glassware;
- Explaining how various menu items are prepared, describing ingredients and preparation methods;
- Escorting customers to their tables;
- Cleaning tables and floors in service employees' immediate service area before, during, or after serving patrons;

(15) Cleaning and tidying up server stations and drink stations;

(16) Informing customers of daily specials;

(17) Preparing hot, cold and mixed drinks for patrons, including brewing coffee and chilling bottles of wine;

(18) Rolling silverware, setting up food stations, or setting up dining areas to prepare for the next shift or for large parties;

(19) Stocking service areas with supplies such as coffee, food, tableware, and linens;

(20) Bringing wine selections to tables with appropriate glasses, and pouring wines for customers;

(21) Filling salt, pepper, sugar, cream, condiment, and napkin containers;

(22) Describing and recommending wines to customers; and

(23) Carrying and recommending dishes in preparation for serving.

(e) **"NON-SERVICE EMPLOYEE"** means an employee other than a service employee, and includes, but is not limited to, bartenders, waitpersons, waitresses, counterwaiters and those employees serving food or beverages as part of the business of the employer who customarily receive gratuities.

(f) **"GRATUITIES"** means a voluntary monetary contribution received by the employee directly from a customer for services rendered.

(Effective September 24, 2020)

SEC. 31-62-E2a. SERVICE EMPLOYEES

A service employee shall not be deemed to have performed service duties while an establishment is not open to patrons, shall not claim a credit for gratuities for the time a service employee works when an establishment is not open to patrons, and shall not include any portion of gratuities as part of the credit for non-service duties when applying the provisions of section 31-62-E3a of the general statutes.

(Effective September 24, 2020)

SEC. 31-62-E3. GRATUITIES AS PART OF THE MINIMUM FAIR WAGE:

Gratuities shall be recognized as constituting a part of the minimum fair wage when all of the following conditions are complied with:

(1) The employee shall not be engaged in an employment in which gratuities have customarily and usually constituted a part of the minimum fair wage for any service employee for hiring purposes, and;

(2) The employee has received in gratuities claimed as credit for part of the minimum fair wage shall be recorded on a daily, weekly, or bi-weekly basis in a wage record even though payment is made more frequently; and

(3) Each employee claiming credit for gratuities as part of the minimum fair wage shall be required to maintain such obtain substantial evidence as described in Section 31-62-E4.

(4) Such other records as are stipulated in accordance with administrative regulation sections 31-62-1 through 31-62-14.

(5) Working certificates for minor employees (16 to 18 years).

(6) True and accurate records shall be maintained and retained at the place of employment for a period of three years for each employee. The labor commissioner may authorize the maintenance of wage records and the retention of both wage and hour records as outlined either in whole or in part at a place other than the place of employment when it is demonstrated that the retention of such records at the place of employment either:

(1) works an undue hardship upon the employer, or

(2) without materially benefiting the inspection procedures of the labor department, or

(3) is not practical for enforcement purposes.

Where permission is granted to maintain wage records at other than the place of employment a record of total daily and weekly hours worked for each employee shall also be available for inspection in connection with such wage records.

(c) In the case of an employee who spends 75% or more of his working time away from the employer's place of business and the maintaining of records showing the beginning and ending time of each work period for such personnel either imposes an undue hardship upon the employer or exposes him to jeopardy because of his inability to control the accuracy of such entries, a record of total daily and total weekly hours will be approved as fulfilling the record-keeping requirements of this section.

However, in such cases the original time entries shall be made by the employee in his own behalf and the time entries made by the employee shall be used as the basis for payroll records.

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SEC. 31-62-E9. HOURS WORKED:

Hours worked shall include all time during which the employee is required to be on the employer's premises or to be on duty, or to be at a prescribed work place, and all time during which an employee is employed or permitted to work, whether or not required to be so.

Meal periods may be credited as nonworking time, provided the beginning and ending time of the meal period shall be so recorded on the time records, and provided the employee shall be promptly free from all work requirements during the period and shall be free to leave the establishment.

SEC. 31-62-E10. TRAVEL TIME AND TRAVEL EXPENSES:

Any employee who is required or permitted to travel from one establishment to another after the beginning or before the close of the work day, shall be compensated for travel time at the same rate as for working time, and shall be reimbursed for the cost of transportation.

SEC. 31-62-E11. COMPUTATION OF TIME:

All time shall be reckoned to the nearest unit of fifteen minutes.

SEC. 31-62-E12. PHYSICALLY OR MENTALLY HANDICAPPED EMPLOYEES:

(This regulation defines a "physically or mentally handicapped person" as a person whose earning capacity is impaired by age or physical or mental deficiency or injury and provides guidelines for a modification of the minimum wage.)

SEC. 31-62-E13. RECORDS:

(a) For the purpose of this regulation issued in accordance with the provisions of section 31-66 of the general statutes, true and accurate records, means accurate legible records of each employee showing:

(1) Name;

(2) Home address;

(3) Total daily and total weekly hours worked, including the beginning and ending time of each work period, computed to the nearest unit of 15 minutes;

(4) Total hourly, daily or weekly basic wage;

(5) Total overtime pay; and

(6) Overtime wage paid each pay period;

(7) Total wages paid as a separate item from basic wage;

(8) Payment for the seventh consecutive day of work as a separate item;

(9) Separate itemization on payroll records of each allowance (meals, lodging, gratuities) used as part of the minimum fair wage;

(10) Statements signed by employee in accordance with section 31-62-E3 when credit for gratuities is claimed as part of the minimum fair wage;

(11) Such other records as are stipulated in accordance with administrative regulation sections 31-62-1 through 31-62-14.

(12) Working certificates for minor employees (16 to 18 years).

(13) True and accurate records shall be maintained and retained at the place of employment for a period of three years for each employee. The labor commissioner may authorize the maintenance of wage records and the retention of both wage and hour records as outlined either in whole or in part at a place other than the place of employment when it is demonstrated that the retention of such records at the place of employment either:

(1) works an undue hardship upon the employer, or

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DORA SENKOW
ACTING DIRECTOR

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