WORKERS’ COMPENSATION

The Commonwealth of Massachusetts
DEPARTMENT OF INDUSTRIAL ACCIDENTS
1 Congress Street, Suite 100, Boston, Massachusetts 02109
617-727-4900 • http://www.mass.gov/dia

As required by Massachusetts General Law, Chapter 152, Sections 21, 22, and 30, this will give you informa-
tion that you have a right to know and that your employer must provide to you at your request and make it
available to you in the above mentioned poster by moving with:
NAME OF COMPANY INC

POLICY NUMBER

EFFECTIVE DATE

NAME OF INSURANCE COMPANY

ADDRESS OF INSURANCE COMPANY

EMPLOYER NAME

EMPLOYER’S WORKERS’ COMPENSATION INSURER (IF ANY)

NAME OF HOSPITAL

ADDRESS

TO BE POSTED BY EMPLOYER

MEDICAL TREATMENT

The above named insurer is required in cases of personal injuries arising out of and in the course of
employment to furnish medical and surgical care and hospitalization to employees who are injured in
the course of employment. However, if the employer has an insurance policy for employees, the insurer,
according to the terms of the policy, will make such payment. The employer may require the employee to
receive medical care from a physician designated by the employer.

WHEN AND WHERE?

All employers in Massachusetts must conform to state and federal labor laws for employees who are under 18:

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Employees Under 18 – Child Labor

All employers in Massachusetts must follow state and federal laws for employees who are under 18 (minors). These laws say when, where, and how long employees under 18 years of age may work. The following laws and regulations pertain to minors who are under 18 years of age.

Payroll records must include the employee’s name, address, job/occupation, amount paid each pay period, and hours worked (each day worked).

The law also puts limits on when and how much money an employer can take from an employee’s pay for housing and meals the employee consumes on the job.

For school-approved career or experience-building jobs, students may be allowed to work during the school day, up to 23 hours per week.

www.mass.gov/ago/youthemployment

Payroll records must include the employee’s name, address, job/occupation, amount paid each pay period, and hours worked (each day worked).

The average monthly payday for hourly employees must be every week or every other week (bi-weekly). The deadline to pay is 6 or 7 days after the pay period ends, whichever is earlier.

Employees who are paid by an hourly or salary basis must be paid at least the following rates:

Employees who work on a part-time basis must be paid at least the following rates:

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