



# FAIR WORKWEEK PREDICTABLE SCHEDULING

*Chapter §9-4600 — Fair Workweek Employment Standards*

## Examples of Violations

- Not providing a good faith estimate
- Providing a schedule that has significant changes from the good faith estimate six times in a twelve-week period.
- Not providing 14-day advance notice of schedule (in 2021).
- Not paying predictability pay for schedule changes.
- Not receiving employee's advance written consent when scheduled to work less than 9 hours after a previous day's shift or a shift that spanned two days AND paying \$40.
- Not offering new work hours to existing employees or providing a policy for offering and distributing new available work hours.
- Not getting voluntary consent in writing for additional shifts.
- Not retaining records which demonstrate compliance for two years.
- Not posting this notice in an accessible location.

## Employer Requirements:

- The employer will provide a good faith estimate of average work hours upon hire.
- The employer will provide advance notice of work schedules.
- The employer will compensate employees predictability pay for schedule changes.
- The employer will provide a rest period of 9 hours between certain shifts.
- The employer will offer existing employees the right to refuse before hiring new employees.
- The employer will provide employees a policy for offering and distributing new available work hours.
- The employer will retain all records that demonstrate compliance for 2 years.
- The employer will post this notice in an accessible conspicuous location.
- The employer will allow employees to decline to work additional hours from the posted work schedule.

## Learn More

### EMPLOYERS

Request compliance assistance by contacting the Office of Worker Protections.

### EMPLOYEES

File a complaint by contacting the Office of Worker Protections or file a lawsuit in Court.



**RETALIATION BY  
EMPLOYERS IS ILLEGAL.**

## File a Complaint If...

- The employer has more than or equal to 250 employees and more than or equal to 30 locations worldwide.
- The complaint is filed within 2 years of the incident.
- You are a Full Time, Part Time, Seasonal, Temp., or Non-Exempt employee who provides retail trade, food or hospitality services.

