

ARKANSAS DEPARTMENT OF LABOR AND LICENSING

HUMAN TRAFFICKING NOTICE

IF YOU OR SOMEONE YOU KNOW IS BEING FORCED TO ENGAGE IN ANY ACTIVITY AND CANNOT LEAVE – WHETHER IT IS COMMERCIAL SEX, HOUSEWORK, FARM WORK, OR ANY OTHER ACTIVITY –

**Si usted o alguien que usted conoce está siendo forzado a participar en una actividad y no puede dejar - si se trata de comercio sexual, trabajo doméstico, trabajo agrícola, o cualquier otra actividad -*

CALL THE NATIONAL HUMAN TRAFFICKING RESOURCE CENTER HOTLINE AT 1-888-373-7888 TO ACCESS HELP AND SERVICES. VICTIMS OF HUMAN TRAFFICKING ARE PROTECTED UNDER UNITED STATES AND ARKANSAS STATE LAW. MORE INFORMATION IS ALSO AVAILABLE AT **WWW.POLARISPROJECT.ORG**.

**Llame a la Línea Nacional sobre la Trata de Centro de Recursos en 1-888-373-7888 para acceder a la ayuda y los servicios. Las víctimas de trata de seres humanos están protegidos por Estados Unidos y la ley del estado de Arkansas.*

THE NATIONAL HUMAN TRAFFICKING RESOURCE CENTER HOTLINE:

(La Línea Nacional sobre la Trata de Centro de Recursos)

- **Available 24 hours a day, 7 days a week** **Disponible 24 horas al día, 7 días a la semana*
- **Toll-free** **Número gratuito*
- **Operated by a non-profit, non-governmental organization** **Operado por una organización sin fines de lucro, no gubernamental*
- **Anonymous and confidential** **Anónimo y confidencial*
- **Accessible in 170 languages** **Accesible en 170 idiomas*
- **Able to provide help, referral to services, training, & general information** **Ser capaz de ofrecer ayuda, referido a los servicios, la formación e información general*

***Ark. Code Ann. § 12-19-102 requires the following establishments to display this poster (at least 8 1/2" x 11" in size) in a conspicuous place near the entrance, or where posters and notices of this type customarily are posted:**

- A hotel, motel, or other establishment that has been cited as a public nuisance for prostitution under Ark. Code Ann. § 20-27-401
- A strip club or other sexually oriented business
- A private club that has a liquor permit for on-premises consumption and does not hold itself out to be a food service establishment
- An airport
- A train station that serves passengers
- A bus station
- A privately owned and operated facility that provides food, fuel, shower or other sanitary facilities, and overnight parking.



VISIT THE ARKANSAS DEPARTMENT OF LABOR AND
LICENSING AT WWW.LABOR.ARKANSAS.GOV

900 WEST CAPITOL AVENUE, LITTLE ROCK, AR, 72201-3108 PHONE: (501) 682-4500

NOTICE TO EMPLOYER AND EMPLOYEE

Act 556 of 1991 entitled the

PUBLIC EMPLOYEES' CHEMICAL RIGHT TO KNOW ACT

PURPOSE

The purpose of this law is to provide public employees access to training and information concerning hazardous chemicals in order to enable them to minimize their exposure to such chemicals and protect their health, safety and welfare.

PUBLIC EMPLOYERS' DUTIES

Public employers are responsible for the following as set out by the law:

1. Post adequate notice to inform employees of their rights
2. Ensure proper chemical labeling
 - a. Existing labels on containers of hazardous chemicals are not to be removed
 - b. If a chemical is transferred to another container, it must also be labeled with the name and appropriate warnings, as provided in this law
 - c. A public employer is not required to label chemicals that have been transferred to a portable container by an employee when that employee is going to immediately use the chemical.
3. Maintain and make material safety data sheets available
 - a. Chemical manufacturers and distributors must provide public employers with the appropriate MSDSs within the prescribed times
 - b. Public employers must maintain current copies of each MSDS and have them available to employees and their designated representatives upon request within the prescribed time
 - c. The employer must not require an employee to work with a chemical until a MSDS can be furnished except as indicated by this law
 - d. An employee who declines to work with a chemical may not be penalized
 - e. Public employers shall provide a copy of MSDSs to the Director of Labor upon request
4. Compile and maintain a workplace chemical list for hazardous chemicals used, generated, or stored in amounts of 55 gallons or 500 pounds or more
 - a. The Workplace Chemical List must show the chemical or common name used on the MSDS and/or the container label, the Chemical Abstracts Service Number and the work area where it will normally be used, generated, or stored
 - b. Chemical lists shall be filed with the Director of Labor no later than October 14, 1991, updated when necessary, and refiled July 1 of each year
5. Provide employees with information and training
 - a. The Director of Labor is responsible for maintaining a general information and training assistance program to aid public employers
 - b. Additional training must be provided when a new hazard is introduced, when new information is received, or before new employees are assigned to a job
 - c. Information and training programs must meet the requirements specified in the law and in the regulations of the Director of Labor.
 - d. Information and training programs must be developed by January 15, 1992, and initial information and training must be provided prior to July 15, 1992. Employers must keep a record of the dates of training sessions given to their employees.
 - e. The Director of Labor's rules and regulations concerning refresher training and training exemptions must be followed

6. Handle trade secrets in accordance with provisions set out in the law

- a. The Director of Labor can request data substantiating a trade secret claim when asked to by an employee, designated representative, or public employer
- b. All information will be kept confidential

PUBLIC EMPLOYEES' RIGHTS

Public employees who may be exposed to hazardous chemicals must be informed and shall have access to the Workplace Chemical List, MSDSs for the chemicals on the list, and information and training as provided in this act.

A public employee cannot be disciplined, discharged or discriminated against for requesting information, filing a complaint, assisting an inspector of the Department of Labor and Licensing, causing any complaint or proceeding to be instituted, testifying in any proceeding, or exercising any right afforded by this law.

Any waiver of the benefits or requirement of this law are a violation and are therefore null and void.

COMPLAINTS AND INVESTIGATIONS

The Director of the Department of Labor will investigate written and oral complaints from public employees concerning violations of this law. The Director or his designated representative has the authority to enter the workplace and conduct a thorough investigation of the complaint as specified by this law.

ENFORCEMENT

If the Director of Labor finds a public employer in violation of this law, he shall issue an order to cease and desist the act or omission constituting the violation.

If the Director of Labor finds that a public employer has failed to provide the required information and training by the prescribed time, he may conduct the program and charge the employer for the costs incurred.

Violation of this act shall be cause for adverse personnel action against the responsible supervisor as set out in this act.

CAUSE OF ACTION - ATTORNEY FEES

Any citizen denied their rights under this law may commence civil action in circuit court and the court shall hear the petition within seven days.

The court shall have the jurisdiction to restrain violations of this act and to order all appropriate relief. Those who refuse to comply with these orders will be in contempt of court.

Attorney fees and court costs will be assessed to the defendant and plaintiff as set out by the law.

NO EFFECT ON OTHER LEGAL DUTIES

The provision of information to a public employee does not affect the liability of the employer with regard to the health and safety of the employee, or the employer's responsibility to prevent the occurrence of occupational disease.

The provision of information to an employee also does not affect any other duty or responsibility of a chemical manufacturer or distributor to warn users of a hazardous chemical.

**ARKANSAS DEPARTMENT OF
LABOR AND LICENSING
900 W. Capitol Avenue; Suite 400
Little Rock, Arkansas 72201
PH. (501) 682-4500**

EMPLOYERS ARE REQUIRED TO POST THIS NOTICE IN A CONSPICUOUS PLACE

Employees of _____
are covered by the Division of Workforce Services Law.

The Law provides Unemployment Benefits for unemployed workers and under certain conditions for those working only part time.

As a covered employee, your employer has contributed to or will reimburse the Arkansas Unemployment Trust Fund from which benefits are paid. **NO DEDUCTIONS CAN BE MADE FROM YOUR WAGES FOR THIS PURPOSE.** Be sure your employer has your correct Social Security Number.

- A. If and when you know you are going to be out of work for a calendar week or more, **YOU SHOULD PROMPTLY:**

File a claim for benefits through the Division of Workforce Services.

We will try to help locate work for you both before benefit payments start and while they are being paid.

- B. If you are attached to a regular employer, working less than full time due entirely to lack of work, you may be eligible for partial Unemployment Insurance Benefits.

In that case, claim partial benefits --**promptly**--by reporting the facts (dates, wages, employer).

Do not delay doing this.

Our Local Office will answer questions and supply further information.

Full time Local Offices are situated in the following cities to provide services to Unemployment Insurance Claimants:

Conway

El Dorado

Fayetteville

Forrest City

Fort Smith

Harrison

Hope

Hot Springs

Jonesboro

Little Rock

Mena

Monticello

Paragould

Pine Bluff

Russellville

Searcy

West Memphis

CAUTION: False statements to obtain benefits, concealment of material facts, or failure to report earnings for the purpose of obtaining or increasing Unemployment Insurance Payments, are violations of criminal laws and lead to prosecution.

*** Servicios de Interpretación/Traducción disponibles por medio de su oficina local. --- Ewōr Jerbal in ukok ikijien jeje im kennaan ilo opij ko ijo kwoj pād ie.
--- Các Dịch Vụ Thông Dịch/Phiên Dịch có sẵn qua văn phòng địa phương của quý vị. --- ຫ້ອງການປະຈຳທ້ອງຖິ່ນຂອງທ່ານໃຫ້ບໍລິການນາຍພາສາແລະການແປຕອກະສານ
--- Interpretation/Translation services available through your local office.***

5 Steps to Filing for Unemployment Insurance Benefits

- 1. File your initial claim** for unemployment insurance (UI) online using EZARC at www.ezarc.adws.arkansas.gov, Monday–Friday, 6am–6pm & Sunday, 7am–6pm
Once you have filed your initial claim, information will be mailed to you.
- 2. Verify ID** using the link on your confirmation page. The link allows you to verify ID online using Login.gov or by creating a barcode you can take to a post office for verification. You can also present your ID in person at a local Arkansas Workforce Center.
- 3. Register for work** online using Arkansas JobLink at www.arjoblink.arkansas.gov. Visit your local Arkansas Workforce Center for assistance.
- 4. Continued claims** must be completed each week. File weekly claims online using ArkNet www.arknet.arkansas.gov or call ArkLine 1-501-907-2590.
Remember, for UI purposes, weeks begin on Sunday and end on Saturday.
- 5. Choose your payment option.**
 - Direct Deposit: You can enter your banking information on ArkNet.
 - Debit Card: If you do not sign up for direct deposit, you will be registered for a debit card.

If you have any questions, contact the UI Service Center
1-844-908-2178 | Monday–Friday, 8am–3:30pm



Arkansas Unemployment Insurance

Appeal Tribunal

If you wish to file an appeal to the Appeal Tribunal, follow the instructions on your **Notice of Agency Determination** or download a **Request for Appeal to Appeal Tribunal** form at dws.arkansas.gov/workforce-services/unemployment/arkansas-claim-help/ui-claimant-forms/. To check on the status of an appeal, contact the Appeal Tribunal at **501-682-1063**.

Board of Review

If you wish to file an appeal to the Board of Review, follow the instructions on your decision notice from the Appeal Tribunal or download a **Request for Appeal to Board of Review** form at dws.arkansas.gov/workforce-services/unemployment/arkansas-claim-help/ui-claimant-forms/. To check on the status of an appeal, contact the Board of Review at **501-683-4300**.

Court of Appeals

If you wish to file an appeal to the Court of Appeals, download the **Petition for Review to the Arkansas Court of Appeals** form at dws.arkansas.gov/workforce-services/unemployment/arkansas-claim-help/ui-claimant-forms/.

Overpayments

Any questions regarding overpayments can be directed to Benefit Payment Control at **501-682-3241**.

For more information on UI benefits, visit
www.dws.arkansas.gov

