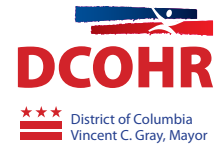


# OHR WORKPLACE POSTERS:

## Parental Leave Act



- : Under the Parental Leave Act, employees in the District of Columbia who are parents (mother, father, guardian, aunt, uncle, grandparent, or a person married to or in a domestic partnership with any of these individuals) may take leave (unpaid or paid family, vacation, personal, compensatory, or leave bank) to attend school-related events.
- : School related events include, but are not limited to, concerts, plays, rehearsals, sporting events, and parent-teacher conferences, where the child is a participant or subject of the event, not a spectator.
- : The parent is entitled to twenty-four (24) hours of leave during a twelve (12) month period. The employer may deny the leave if granting the leave would disrupt the employer's business and make the achievement of production or service unusually difficult.
- : The employee must notify the employer within ten (10) days unless the school event was not reasonably foreseeable.
- : The employer must post and maintain a poster in a conspicuous place that sets forth these requirements.
- : An employer who willfully fails to post the notice will be assessed a civil penalty not to exceed \$100 for each day the employer fails to post the notice.
- : The employee must file a claim based on a violation of the Act within one (1) year of the occurrence or discovery of the violation.
- : If the employee believes that he or she is being wrongfully denied leave under this Act, he or she may contact:

### **THE DISTRICT OF COLUMBIA OFFICE OF HUMAN RIGHTS**

441 4th Street, NW : Suite 570 North : Washington, DC 20001

[202] 727 / 4559 or [ohr.dc.gov](http://ohr.dc.gov)

# OHR WORKPLACE POSTERS:

District of Columbia  
Family & Medical  
Leave Act (DCFMLA)



- : Under the District of Columbia Family and Medical Leave Act (DCFMLA), an employer who employs at least twenty (20) employees within the District of Columbia must provide an eligible employee sixteen (16) workweeks of medical leave AND sixteen (16) workweeks of family leave during a twenty-four (24) month period.
- : An employee may be eligible for DCFMLA if he or she has been employed by the employer for at least one (1) year without a break in service and has worked for at least 1,000 hours during the twelve (12)-month period immediately preceding the requested family or medical leave.
- : The one (1) year of service requirement need not be immediately preceding the request for leave pursuant to the Act.
- : The District of Columbia government is considered a single employer under the Act; therefore, if an employee has worked for a District government agency, he or she may be entitled to DCFMLA leave.
- : Leave under the DCFMLA may be taken in blocks of time, intermittently, and under certain circumstances, at a reduced schedule.
- : The employer must post and maintain a poster in a conspicuous place that sets forth the requirements of the Act.
- : Any employer who willfully fails to post the notice may be ordered to pay a fine not to exceed \$100 for each day the employer fails to post the notice.
- : The employee must file within one (1) year of the occurrence or discovery of the violation of the Act.
- : If the employee feels as if he or she is being wrongfully denied leave or retaliated against under this statute, he or she may contact:

## **THE DISTRICT OF COLUMBIA OFFICE OF HUMAN RIGHTS**

441 4th Street, NW : Suite 570 North : Washington, DC 20001

[202] 727 / 4559 or [ohr.dc.gov](http://ohr.dc.gov)