

**U.S. Department of Labor
and
The University of Akron
ask . . .**

Do you know?

- ✓ If you are covered under Federal or State labor laws?
- ✓ What the law considers as hours-worked?
- ✓ How old a minor must be to work?
- ✓ If employers are required to provide breaks?
- ✓ If all salaried employees are exempt from overtime?
- ✓ The difference between an employee and an independent contractor?
- ✓ If holidays and vacation have to be paid?
- ✓ If you are planning on bidding any government contracts?
- ✓ The Federal EEO laws and how to avoid the common pitfalls?
- ✓ The reemployment rights with pre-service employers for veterans, Reserve, and National Guard Members?

Now you can have your questions answered. Register today!

Seminar Location

**The University of Akron
Student Union Room 312
303 Carroll St.
Akron OH 44325-4601**

From Rt. 8 Southbound: Exit at Buchtel, Carroll, Exchange St.. Follow alongside expressway to Exchange St. (3rd traffic light). Turn right on Exchange. When you see Univ of Akron, stay in right lane, watch for Buckeye St. (you will pass the Exchange St. Parking Deck construction). Turn right on Buckeye St. (It is a small street that connects Exchange and Carroll, just before the National City Bank Branch.) Buckeye dead ends at Carroll. Turn right on Carroll. As you proceed, notice a large parking deck on your right, and a skywalk directly ahead. You can park either in the large deck or turn right just before the skywalk into either deck - underneath Schrank Hall.

From Rt. 8 Northbound: Exit at Buchtel and Carroll Sts. (University of Akron exit). Turn left at the first light (Carroll St.) cross over the expressway, then left again at the light. Follow alongside Rt. 8 to Exchange St. Turn right on Exchange. Follow directions as listed for Rt. 8 Southbound (above).

Rt. 77, 76 either direction: Exit at Wolf Ledges, Grant St. Westbound turn right on Grant St. Eastbound, cross Wolf Ledges and turn left on Grant. It deadends on Exchange. Turn left on Exchange and then right on Buckeye. Follow directions as listed for Rt. 8 Southbound (above) from Buckeye St. to parking areas.

A map will be mailed to you with your confirmation letter. You can access a campus map at www.uakron.edu/ce

*Attention!
Employers and HR Professionals*

**Wage and Hour
Seminar**

Presented by the

**U.S. Department
of Labor**

Sponsored by

**Workforce Development
and
Continuing Education**



**November 13, 2009
8:30 AM to 3:30 PM**

**The University of Akron
Student Union, Room 312**

**For information:
330-972-7577
www.uakron.edu/ce**

What You Will Learn

Every day the Wage Hour Division conducts investigations of businesses. If wage violations are found, the employer will be asked to pay the back wages. In the case of repeat violations, the employer will also be assessed civil money penalties, liquidated damages, and/or the employer may be placed under a U.S. District Court injunction. Child labor violations almost always result in civil money penalties; and in the case of willful or repeat violations, can also result in litigation. The employer's best defense is knowledge and compliance with the basic Wage & Hour Laws.



At this seminar you will learn from the experts:

- ◆ How to properly compute and pay wages
- ◆ Which employees are exempt from Minimum Wage or Overtime
- ◆ What records you must maintain
- ◆ How old a minor has to be to work
- ◆ What type of work employees under 18 can actually do
- ◆ How to protect reemployment rights with pre-service employers for veterans, Reserve and National Guard members.

Topics To Be Discussed:

- ◆ Uniformed Services Employment and Reemployment Rights Act (USERRA)
- ◆ Equal Employment Opportunity Commission (EEOC)
- ◆ Fair Labor Standards Act (FLSA)
- ◆ Federal Child Labor Laws (CL)
- ◆ Family & Medical Leave Act (FMLA)
- ◆ Occupational Safety and Health Act. (OSHA)

Recertification Credit

Approved for 5.0 (General) recertification credit hours toward PHR, SPHR and GPHR recertification. *The use of this seal is not an endorsement by HRCI of the quality of the program. It means that this program has met HRCI's criteria to be pre-approved for recertification credit.* BENHA approval for nursing home administrators is pending. Call 330-972-7577 to confirm.



How to Register

Complete the registration form in this brochure and mail with payment to: Rose Withem, Workforce Development & Continuing Education, The University of Akron, Akron, OH 44325-4104. There is a charge of \$35 for the Department of Labor Seminar which includes lunch. If paying by Visa, Discover or MasterCard, fax your registration to 330-972-7598. Make checks payable to: The University of Akron. You must R.S.V.P. no later than Nov. 3.

About Us

Workforce Development and Continuing Education at The University of Akron provides a wide range of educational services that enhance the effectiveness and quality of life-long learning. We serve 4,000+ adults annually with courses published in our spring, summer and fall catalogs, and offer affordable, customized training for business and industry. Our experienced instructors are experts in their fields with proven ability to communicate effectively in the training room. Grant funding to offset training costs is available for qualifying businesses and organizations. Call 330-972-7577, or www.uakron.edu/ce

Registration Form Program # 14685 November 13, 2009

Name _____
Company Name _____
Company Address _____
Phone _____
Fax _____
Email _____
Number of Employees in Company: _____

Cost for Seminar and Lunch: \$35

- Check-Payable to The University of Akron
 Visa/MasterCard/Discover

Credit Card # _____ Exp. date _____
Signature _____

Deadline to register: Nov. 3, 2009

Please send R.S.V.P. and \$35 payment to:
Rose Withem
Workforce Development & Continuing Education
The University of Akron
Akron, OH 44325-4104

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Continuing Education
Summit College
The University of Akron**

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