JOE LOMBARDO Governor

DR. KRISTOPHER SANCHEZ Director

BRETT HARRIS Labor Commissioner STATE OF NEVADA



OFFICE OF THE LABOR COMMISSIONER 1818 COLLEGE PARKWAY, SUITE 102 CARSON CITY, NEVADA 89706 PHONE (775) 684-1890 FAX (775) 687-6409

OFFICE OF THE LABOR COMMISSIONER 3340 WEST SAHARA AVENUE LAS VEGAS, NEVADA 89102 PHONE (702) 486-2650 FAX (702 486-2660

#### Department of Business & Industry OFFICE OF THE LABOR COMMISSIONER http://www.labor.nv.gov

#### REQUIRED POSTING – ASSEMBLY BILL 190 <u>https://www.leg.state.nv.us/App/NELIS/REL/81st2021/Bill/7578/Text#</u> Effective October 1, 2021, as set forth in Assembly Bill 190 a new section is added to <u>Chapter 608 of NRS</u>

Section 1. Chapter 608 of NRS is hereby amended by adding thereto a new section to read as follows:

1. Except as otherwise provided in this section, if an employer provides paid or unpaid sick leave for the use of his or her employees, the employer must allow an employee to use any accrued sick leave to assist a member of the immediate family of the employee who has an illness, injury, medical appointment or other authorized medical need to the same extent and under the same conditions that apply to the employee when taking such leave.

2. An employer may limit the amount of sick leave that an employee may use pursuant to subsection 1 to an amount which is equal to not less than the amount of sick leave that the employee accrues during a 6-month period.

3. The Labor Commissioner shall prepare a bulletin which clearly sets forth an explanation of the provisions of this section. The Labor Commissioner shall post the bulletin on the Internet website maintained by the Office of the Labor Commissioner and shall require each employer that provides sick leave to employees to post the bulletin in a conspicuous location in each workplace maintained by the employer. The bulletin may be included in any printed abstract posted by the employer pursuant to NRS 608.013.

4. The provisions of this section shall not be construed to: (a) Limit or abridge any other rights, remedies or procedures available under the law; (b) Negate any other rights, remedies or procedures available to an aggrieved party; (c) Prohibit, preempt or discourage any contract or other agreement that provides a more generous sick leave benefit or paid time off benefit; or (d) Extend the maximum amount of leave to which an employee is entitled to take pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §§ 2601 et seq.

5. An employer shall not deny an employee the right to use accrued sick leave in accordance with the provisions of this section or retaliate against an employee for attempting to prosecute a violation of this section or for exercising any rights afforded by this section.

6. The provisions of this section do not apply: (a) To the extent prohibited by federal law; or (b) With regard to an employee of the employer if the employee is covered under a valid collective bargaining agreement.

7. As used in this section, "immediate family" means: (a) The child, foster child, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent of an employee; or (b) Any person for whom the employee is the legal guardian.

### STATE OF NEVADA Office of the Labor Commissioner



## Paid Leave Effective January 1, 2020 – Nevada Revised Statutes (NRS) § 608

Except as otherwise provided in Senate Bill (SB) 312, every employer in private employment <u>with not less than 50</u> employees shall provide paid leave to each employee of the employer as follows:

- A. An employee is entitled to at least 0.01923 hours of paid leave for each hour of work performed.
- B. Paid leave accrued may carry over for each employee between his or her benefit years of employment, except an employer may limit the amount of paid leave for each employee carried over to a maximum of 40 hours per benefit year.
- C. An employer shall:

1. Compensate an employee for the paid leave available for use by that employee at the rate of pay at which the employee is compensated at the time such leave is taken; and

2. Pay such compensation on the same payday as the hours taken are normally paid.

D. An employer may set a minimum increment of paid leave, not to exceed 4 hours that an employee may use at any one time.
 1. An employer shall provide to each employee on each payday an accounting of the hours of paid leave available for use by that employee. An employer may use the system that the employer uses to pay its employees to provide the accounting of the hours of paid leave available for use by the employee.

2. An employer may, but is not required to, compensate an employee for any unused paid leave available for use by that employee upon separation from employment, except if the employee is rehired by the employer within 90 days after separation from that employer and the separation from employment was not due to the employee voluntarily leaving his or her employment, any previously unused paid leave hours available for use by that employee must be reinstated.

- E. An employee in private employment may use paid leave available for use by that employee as follows:
  - 1. An employer shall allow an employee to use paid leave beginning on the 90<sup>th</sup> calendar day of his or her employment.

2. An employee may use paid leave available for use by that employee without providing a reason to his or her employer for such use.

3. An employee shall, as soon as practicable, give notice to his or her employer to use the paid leave available for use by that employee.

4. An employer shall not: deny an employee the right to use paid leave available for use by that employee in accordance with the conditions of this section; require an employee to find a replacement worker as a condition of using paid leave available for use by that employee; or retaliate against an employee for using paid leave available for use by that employee.

- F. An employer shall maintain a record of the receipt or accrual and use of paid leave pursuant to this section for each employee for a 1-year period following the entry of such information in the record and, upon request, shall make those records available for inspection by the Labor Commissioner.
- G. For the first 2 years of operation, an employer is not required to comply with the provisions of this section.
- H. This section does not apply to: (a) An employer who, pursuant to a contract, policy, collective bargaining agreement or other agreement, provides employees with a policy for paid leave or a policy for paid time off to all scheduled employees at a rate of at least 0.01923 hours of paid leave per hour of work performed; and (b) Temporary, seasonal or on-call employees.

Except as otherwise provided in NRS 608.0165, the Labor Commissioner may impose an administrative penalty of not more than \$5,000 for each violation of NRS 608.005 to 608.195 inclusive, in addition to other remedies or penalties as authorized by law.

Copies of this notice may be obtained from our website at: <u>www.labor.nv.gov</u>

#### For a copy of the SB 312:

https://www.leg.state.nv.us/App/NELIS/REL/80th2019/Bill/6553/Overview

\*This bulletin is a summary of SB 312. It is for posting and information purposes and should not be considered legal advice. Please refer to SB 312 and NRS section 608 for further details.

For more information contact the Office of the Labor Commissioner Carson City 775-684-1890 or Las Vegas 702-486-265 www.labor.nv.gov

JOE LOMBARDO Governor DR. KRISTOPHER SANCHEZ Director

> BRETT HARRIS, ESQ Labor Commissioner



#### DEPARTMENT OF BUSINESS AND INDUSTRY OFFICE OF THE LABOR COMMISSIONER

#### **RULES TO BE OBSERVED BY EMPLOYERS**

EVERY EMPLOYER SHALL POST AND KEEP POSTED IN A VISIBLE AND OPEN AREA FOR EMPLOYEES ON THE EMPLOYER'S PREMISES/PROPERTY THESE RULES TO BE OBSERVED BY NEVADA EMPLOYERS SUMMARIZING NEVADA WAGE AND HOUR LAWS PURSUANT TO NEVADA REVISED STATUTES (NRS) AND NEVADA ADMINISTRATIVE CODE (NAC) SECTIONS 607 AND 608

Summary of NRS and NAC Provisions and should not be considered legal advice - REVISED 7/18/2024

PLEASE NOTE: Every person, firm, association or corporation, or any agent, servant, employee, or officer of any such firm, association, or corporation, who violates any of these NRS and NAC provisions may be guilty of a misdemeanor and subject to penalties.

"The Legislature hereby finds and declares that the health and welfare of workers and the employment of persons in private enterprise in this State are of concern to the State and that the health and welfare of persons required to earn their livings by their own endeavors require certain safeguards as to hours of service, working conditions and compensation therefor."

1. Discharge of employee: Whenever an employer discharges an employee, the wages and compensation earned and unpaid at the time of such discharge shall become due and payable immediately.

2. Quitting employee: Whenever an employee resigns or quits his employment, the wages and compensation earned and unpaid at the time of his resignation or quitting must be paid no later than the day on which he would have regularly been paid or 7 days after he resigns or quits, whichever is earlier.

3. An employer shall not employ an employee for a continuous period of 8 hours without permitting the employee to have an uninterrupted meal period of at least one-half hour. Every employer shall authorize and permit covered employees to take rest periods in the middle of each work period or as close to the middle of the work period as possible. The duration of the rest periods shall be based on the total hours worked daily at the rate of 10 minutes for each 4 hours or major fraction thereof. Authorized rest periods shall be counted as hours worked, for which there shall be no deduction from wages.

4. Effective July 1, 2023, each employer shall pay a wage to each employee of not less than \$10.25 per hour worked if the employer offers qualified health benefits, or \$11.25 per hour if the employer does not offer qualified health benefits. Offering health benefits means making qualified health benefits available to the employee for the employee and the employee's dependents at a total cost to the employee for premiums of not more than 10 percent of the employee's gross taxable income from the employer. Tips or gratuities received by employees shall not be credited as being any part of or offset against the minimum wage rates or the 10 percent premium for qualified health benefits. See <a href="https://labor.nv.gov/Employer/Employer\_Posters/">https://labor.nv.gov/Employer/Employer\_Posters/</a> for Annual Minimum Wage notice.

5. Effective July 1, 2024, each employer shall pay a wage to each employee of not less than \$12.00 per hour worked. Pursuant to Article 15, Section 16(a) of the Constitution of the State of Nevada, and Assembly Bill (AB) 456 passed in 2019 during the 80th regular session of the Nevada Legislature, the above minimum wage rate shall

apply to all employees in the State of Nevada unless otherwise exempted. This rate applies to all employees regardless of offered employer health benefits.

6. An employer shall pay 1 1/2 times an employee's regular wage rate whenever an employee whose wage rate is less than 1 1/2 times the minimum wage:

(a) Works more than 40 hours in any scheduled week of work; or (b) Works more than 8 hours in any workday unless by mutual agreement the employee works a scheduled 10 hours per day for 4 calendar days within any scheduled week of work.

An employer shall pay 1 1/2 times an employee's regular wage rate whenever an employee whose wage rate is 1 1/2 times, or more than the minimum wage works more than 40 hours in any scheduled week of work. See <a href="https://labor.nv.gov/Employer/Employer Posters/">https://labor.nv.gov/Employer/Employer Posters/</a> for Annual Daily Overtime notice.

The above provisions do not apply to: (a) Employees who are not covered by the minimum wage provisions of the Constitution (b) Outside buyers; (c) Employees in a retail or service business if their regular rate is more than 1 1/2 times the minimum wage, and more than half their compensation for a representative period comes from commissions on goods or services, with the representative period being, to the extent allowed pursuant to federal law, not less than one month; (d) Employees who are employed in bona fide executive, administrative or professional capacities; (e) Employees covered by collective bargaining agreements which provide otherwise for overtime; (f) Drivers, drivers' helpers, loaders and mechanics for motor carriers subject to the Motor Carrier Act of 1935, as amended; (g) Employees of a railroad; (h) Employees of a carrier by air; (i) Drivers or drivers' helpers making local deliveries and paid on a trip-rate basis or other delivery payment plan; (j) Drivers of taxicabs or limousines; (k) Agricultural employees; (l) Employees of business enterprises having a gross sales volume of less than \$250,000 per year; (m) Any salesman or mechanic primarily engaged in selling or servicing automobiles, trucks or farm equipment; and (n) A mechanic or workman for any hours to which the provisions of subsection 3 or 4 of NRS 338.020 apply. (O) A domestic worker who resides in the household where he or she works if the domestic worker and his or her employer agree in writing to exempt the domestic worker from the requirements of subsections 1 and 2. 4. As used in this section, "domestic worker" has the meaning ascribed to it in section 6 of this act.

7. If mutually agreed upon by an employee and employer in writing to exclude from the employee's wages a regularly scheduled sleeping period not to exceed 8 hours if adequate sleeping facilities are furnished pursuant to NRS section 608.0195.

8. Every employer shall establish and maintain records of wages for the benefit of his employees, showing for each pay period the following information for each employee: (a) Gross wage or salary; (b) Deductions agreed to in writing by the employer and employee for a specific purpose, pay period, and amount; (c) Net cash wage or salary; (d) Total hours employed in the pay period by noting the number of hours per day; (e) Date of payment.

9. Wages must be paid semimonthly or more often.

10. Every employer shall establish and maintain regular paydays and shall post a notice setting forth those regular paydays in 2 conspicuous places. After an employer establishes regular paydays and the place of payment, the employer shall not change a regular payday or the place of payment unless, not fewer than 7 days before the change is made, the employer provides the employees affected by the change with written notice in a manner that is calculated to provide actual notice of the change to each such employee.

11. It is unlawful for any person to take all or part of any tips or gratuities bestowed upon his employees. Nothing contained in this section shall be construed to prevent such employees from entering into an agreement to divide such tips or gratuities among themselves.

12. An employer may not require an employee to rebate, refund or return any part of his or her wage, salary or compensation. Also, an employer may not withhold or deduct any portion of such wages unless it is for the benefit of, and authorized by written order of the employee. Further, it is unlawful for any employer who has the legal authority to decrease the wage, salary or compensation of an employee to implement such a decrease unless: (a) Not less than 7 days before the employee performs any work at the decreased wage, salary or compensation, the employer provides the employee with written notice of the decrease; or

(b) The employer complies with the requirements relating to the decrease that are imposed on the employer pursuant to the provisions of any collective bargaining agreement or any contract between the employer and the employee.

13. All uniforms or accessories distinctive as to style, color or material shall be furnished, without cost, to employees by their employer. If a uniform or accessory requires a special cleaning process, and cannot be easily laundered by an employee, such employee's employer shall clean such uniform or accessory without cost to such employee.

14. An employer: (a) Shall not require an employee to be physically present at his or her place of work in order to notify his or her employer that he or she is sick or has sustained an injury that is not work-related and cannot work; (b) May require an employee to notify the employer that he or she is sick or injured and cannot report for work.

15. An employer in private employment with not less than 50 employees shall provide paid leave to each employee of the employer pursuant to the provisions of NRS section 608.0197 as follows: A. An employee is entitled to at least 0.01923 hours of paid leave for each hour of work performed. B. Paid leave accrued may carry over for each employee between his or her benefit years of employment, except an employer may limit the amount of paid leave for each employee carried over to a maximum of 40 hours per benefit year. C. An employer shall: (1) Compensate an employee for the paid leave available for use by that employee at the rate of pay at which the employee is compensated at the time such leave is taken; and (2) Pay such compensation on the same payday as the hours taken are normally paid. (See NRS section 608.0197 and Senate Bill 312 (2019) for full requirements and exceptions)

16. In addition to the leave provided in NRS section 608.0197 an employer shall provide 2 to 4 hours of paid leave to obtain a vaccination for COVID-19. Please see Senate bill 209 – 2021 Legislative Session for the full provisions. https://www.leg.state.nv.us/App/NELIS/REL/81st2021/Bill/7670/Text#

17. NRS section 608.0197 subsection 2(b) states: An employer shall allow an employee to use paid leave for any use, including, without limitation: (1) Treatment of a mental or physical illness, injury, or health condition. (2) Receiving a medical diagnosis or medical care. (3) Receiving or participating in preventative care.
(4) Participating in caregiving; or (5) Addressing other personal needs related to the health of the employee. (See Senate Bill 209 – 2021 Legislative Session)

18. NRS 608.0198 Employee entitled to leave related to domestic violence; uses of leave; prohibited acts; required documentation; Labor Commissioner to prepare bulletin; posting; maintenance of records; other rights, remedies and agreements unimpaired.

1. An employee who has been employed by an employer for at least 90 days and who is a victim of an act which constitutes domestic violence, or whose family or household member is a victim of an act which constitutes domestic violence, and the employee is not the alleged perpetrator, is entitled to not more than 160 hours of leave in one 12-month period. Hours of leave provided pursuant to this subsection:

(a) May be paid or unpaid by the employer;

(b) Must be used within the 12 months immediately following the date on which the act which constitutes domestic violence occurred;

(c) May be used consecutively or intermittently; and

(d) If used for a reason for which leave may also be taken pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §§ 2601 et seq., must be deducted from the amount of leave the employee is entitled to take pursuant to this section and from the amount of leave the employee is entitled to take pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §§ 2601 et seq.

2. An employee may use the hours of leave pursuant to subsection 1 as follows:

(a) An employee may use the hours of leave only:

(1) For the diagnosis, care or treatment of a health condition related to an act which constitutes domestic violence committed against the employee or family or household member of the employee;

(2) To obtain counseling or assistance related to an act which constitutes domestic violence committed against the employee or family or household member of the employee;

(3) To participate in any court proceedings related to an act which constitutes domestic violence committed against the employee or family or household member of the employee; or

(4) To establish a safety plan, including, without limitation, any action to increase the safety of the employee or the family or household member of the employee from a future act which constitutes domestic violence.

(b) After taking any hours of leave upon the occurrence of the act which constitutes domestic violence, an employee shall give not less than 48 hours' advance notice to his or her employer of the need to use additional hours of leave for any purpose listed in paragraph (a).

3. An employer shall not:

- (a) Deny an employee the right to use hours of leave in accordance with the conditions of this section;
- (b) Require an employee to find a replacement worker as a condition of using hours of leave; or
- (c) Retaliate against an employee for using hours of leave.

4. The employer of an employee who takes hours of leave pursuant to this section may require the employee to provide to the employer documentation that confirms or supports the reason the employee provided for requesting leave. Such documentation may include, without limitation, a police report, a copy of an application for an order for protection, an affidavit from an organization which provides services to victims of domestic violence or documentation from a physician. Any documentation provided to an employer pursuant to this subsection is confidential and must be retained by the employer in a manner consistent with the requirements of the Family and Medical Leave Act of 1993, 29 U.S.C. §§ 2601 et seq.

5. The Labor Commissioner shall prepare a bulletin which clearly sets forth the right to the benefits created by this section. The Labor Commissioner shall post the bulletin on the Internet website maintained by the Office of Labor Commissioner, if any, and shall require all employers to post the bulletin in a conspicuous location in each workplace maintained by the employer. The bulletin may be included in any printed abstract posted by the employer pursuant to <u>NRS 608.013</u>.

6. An employer shall maintain a record of the hours of leave taken pursuant to this section for each employee for a 2-year period following the entry of such information in the record and, upon request, shall make those records available for inspection by the Labor Commissioner. The employer shall exclude the names of the employees from the records, unless a request for a record is for the purpose of an investigation.

- 7. The provisions of this section do not:
- (a) Limit or abridge any other rights, remedies or procedures available under the law.
- (b) Negate any other rights, remedies or procedures available to an aggrieved party.

(c) Prohibit, preempt or discourage any contract or other agreement that provides a more generous leave benefit or paid leave benefit.

- 8. As used in this section:
- (a) "Domestic violence" has the meaning ascribed to it in <u>NRS 33.018</u>.
- (b) "Family or household member" means a:
  - (1) Spouse;
  - (2) Domestic partner;
  - (3) Minor child; or

(4) Parent or other adult person who is related within the first degree of consanguinity or affinity to the employee, or other adult person who is or was actually residing with the employee at the time of the act which constitutes domestic violence.

(Added to NRS by <u>2017, 3176</u>)

19. An employer in private employment shall post the required bulletins and notices available at: <a href="https://labor.nv.gov/Employer/Employer\_Posters/">https://labor.nv.gov/Employer/Employer\_Posters/</a>

20. Senate Bill 386, cited as the "Nevada Hospitality and Travel Workers Right to Return Act", requires certain employers to offer job positions to certain employees under certain conditions. This bill requires that certain employees have an opportunity to return to their jobs when circumstances permit. See this link regarding preliminary guidance on this bill. <u>Senate Bill 386 Preliminary Guidance (nv.gov)</u>.

21. Senate Bill 293 prohibits an employer or employment agency from seeking or relying on the wage or salary history of an applicant for employment; prohibits an employer or employment agency from refusing to interview, hire, promote or employ an applicant or from discriminating or retaliating against an applicant if the applicant does not provide wage or salary history. <u>SB293 Overview (state.nv.us)</u>

#### For additional information please visit WWW.LABOR.NV.GOV





# Job Safety and Health IT'S THE LAW!

## All workers have the right to:

- A safe workplace.
- Raise a safety or health concern with your employer or OSHA, or report a workrelated injury or illness, without being retaliated against.
- Receive information and training on job hazards, including all hazardous substances in your workplace.
- Request a confidential OSHA inspection of your workplace if you believe there are unsafe or unhealthy conditions. You have the right to have a representative contact OSHA on your behalf.
- Participate (or have your representative participate) in an OSHA inspection and speak in private to the inspector.
- File a complaint with OSHA within 30 days (by phone, online or by mail) if you have been retaliated against for using your rights.
- See any OSHA citations issued to your employer.
- Request copies of your medical records, tests that measure hazards in the workplace, and the workplace injury and illness log.

## **Employers must:**

- Provide employees a workplace free from recognized hazards. It is illegal to retaliate against an employee for using any of their rights under the law, including raising a health and safety concern with you or with OSHA, or reporting a work-related injury or illness.
- Comply with all applicable OSHA standards.
- Notify OSHA within 8 hours of a workplace fatality or within 24 hours of any work-related inpatient hospitalization, amputation, or loss of an eye.
- Provide required training to all workers in a language and vocabulary they can understand.
- Prominently display this poster in the workplace.
- Post OSHA citations at or near the place of the alleged violations.

On-Site Consultation services are available to small and medium-sized employers, without citation or penalty, through OSHA-supported consultation programs in every state.

This poster is available free from OSHA.

# Contact OSHA. We can help.

# 1-800-321-OSHA (6742) • TTY 1-877-889-5627 • www.osha.gov

State of Nevada Department of Employment, Training & Rehabilitation EMPLOYMENT SECURITY DIVISION

# **NOTICE TO EMPLOYEES**

The employees of this establishment are protected by Unemployment Insurance. This employer is required by law to contribute to the Nevada Unemployment Compensation Fund. No part of the contribution is deducted from the wages of employees.

If you are separated from your job or if your hours have been substantially reduced, immediately:

- File an unemployment insurance claim online or by calling the nearest Nevada Telephone Claim Center, as shown below, for full or partial unemployment benefits.
- Request employment services from the nearest Nevada EmployNV Career Hub or find employment information online at www.EmployNV.gov. If you are disabled and require assistance, contact the Nevada EmployNV Career Hub prior to your visit to arrange special accommodations.

To be eligible for unemployment benefits an unemployed person must:

- 1. Be unemployed through no fault of your own and meet all other conditions of the law regarding unemployment benefits.
- 2. File a claim online or with the Nevada Telephone Claim Center.
- 3. Be physically able to work.
- 4. Be available and willing to accept suitable employment if offered.
- 5. Make a reasonable and sincere effort to find a job.

Reasons an unemployed person may not be eligible for unemployment benefits are:

- 1. Separation from employment due to quitting without good cause.
- 2. Being discharged for misconduct in connection with your work.
- 3. Refusal of an offer of suitable work without good cause.
- 4. Giving misinformation or withholding information about the reason for separation from your job.
- 5. Failure to properly report wages.



- An equal opportunity employer/program
- Auxiliary aids and services available upon request for individuals with disabilities
- Relay Nevada 711 or (800) 326-6868 (TTY)

NUCS-4324 (Rev 12/23)

To file a claim for unemployment benefits call the Telephone Claim Center: In Southern Nevada call (702) 486-0350 In Northern Nevada call (775) 684-0350 In Rural Nevada call toll-free (888) 890-8211 OR File online at <u>https://ui.nv.gov/</u>

To report suspected fraud, go to: <u>https://ft.nvdetr.org/form/Fraud</u> OR call (775) 684-0475



EMPLEADOR: ESTE AVISO DEBE SER EXHIBIDO EN CADA LUGAS DE TRABAJO (NRS 612.455)

Estado de Nevada Departmento de Empleo, Entrenamiento & Rehabilitacion DIVISION DE SEGURIDAD DE EMPLEO

# ADVISO A LOS EMPLEADOS

Los empleados de este establecimiento estan protegidos con seguro de desempleo. Este empleador requerido por lev de contribuir al fondo de es desempleo del Estado de Nevada. Esta contribucion compensacion de no es deducida del salario del empleado.

Si eres despedido de tu trabajo o tus horas han sido sustancialmente reducidas, immediatamente:

- Llena una solicitud para reclamar beneficios de desempleo en linea o llamando al centro mas cercano de reclamos por telefonos de Nevada, como se muestra en la parte inferior, para beneficios de desempleo completos o parciales.
- Solicita servicios de empleo en el centrol mas cercano Nevada EmployNV Centro de Carrera o busca informacion sobre empleos en linea www.EmployNV.gov. Si estes deshabilitado y requieres asistencia, comunicate con el Centrol de Carreras y Trabajos en la oficina de Nevada EmployNV Centro de Carrera con anticipacion para organizar servicios de acomodamiento.

Para ser elegible para beneficios de desempleo la persona desempleada tiene que:

1. No ser responsable de tu propio desempleo y cumplir con todo los requisitos de ley relacionados con beneficios de desempleo.

- 2. Llena tu solicitud en linea o con el centro de reclamos por telefono de Nevada.
- 3. Estar fisicamente en condiciones de trabajar.
- 4. Estar disponible para acceptar una oferta de trabajo satisfactoria si es ofrecida.
- 5. Hacer un esfuerzo sincero y razonable de encontrar trabjo.

Razones por la que una persona desempleado no seria elegible para beneficios son:

- 1. Separacion del trabajo debido a renuncia no justificada.
- 2. Ser despedido por conducta inapropiada en conexion con el trabajo.
- 3. Rechazar una oferta de trabajo satisfactoria sin un motivo valido.
- 4. Dar informacion erronea o retener informacion relacionada con la separacion del trabajo.

5. No reportor apropiadamente salarios adquiridos.



Programa/Empleadores una oportunidad de igualdad opportunity employer/ program

Hay asistencia auxiliar disponible a peticion de individuos con discapacidades.

• Transmision de voz 711 o (800) 326-6868

NUCS-4324SP (Rev 12/23)

Para hacer reclamos de beneficios de desempleo llamar al Centro de Reclamos Telefonicos: En el Sur de Nevada llamar (702) 486-0350 En el Norte de Nevada call (775) 684-0350 En areas Rurales de Nevada llamar gratis (888) 890-8211 O Procesar reclamos en linea https://ui.nv.gov/

Para reportar una sospecha de fraude, visite: <u>https://ft.nvdetr.org/form/Fraud</u> O llame al (775) 684-0475



#### **State of Nevada DEPARTMENT OF BUSINESS & INDUSTRY DIVISION OF INDUSTRIAL RELATIONS** Workers' Compensation Section

# ΑΤΤΕΝΤΙΟΝ

Caution: The information below is general in nature and is not intended to be legal advice. If you have any questions regarding your status as an employer or employee or your rights and qualification for specific benefits under an industrial injury or occupational disease claim, you should consult with an attorney experienced in industrial insurance.

# Brief Description of Whether the Employer is Required to Obtain Industrial Insurance and Whether a Person is a Covered Employee

Every employer ... shall provide and secure compensation ... for any personal injuries by accident sustained by an employee arising out of and in the course of the employment. See NRS 616B.612(1).

An employer is defined as, "Every person, firm, voluntary association and private corporation, including any public service corporation, which has in service any person under a contract of hire." See NRS 616A.230(2). "A person is not an employer .... if: (a) The person enters into a contract with another person or business which is an independent enterprise; and (b) The person is not in the same trade, business, profession or occupation as the independent enterprise." See NRS 616B.603(1).

An employee is broadly defined as, "... every person in the service of an employer under any appointment or contract of hire or apprenticeship, express or implied, oral or written, whether lawfully or unlawfully employed" (See NRS 616A.105), but excludes casual employees not in the same trade, business, profession or occupation; persons engaged as a theatrical or stage performer or in an exhibition; musicians not lasting more than 2 consecutive days; household servants, farming and ranching employees; voluntary ski patrol; sports officials paid a nominal fee; clergy, rabbi or lay readers; real estate brokers or sales persons; and commissioned sales persons (See NRS 616A.110).

An independent contractor is a person who is hired and paid solely to produce a result. It is defined as, "... any person who renders service for a specified recompense for a specified result, under the control of the person's principal as to the result of the person's work only and not as to the means by which such result is accomplished." See NRS 616A.255.

# Brief Description of Your Rights and Benefits If You Are Injured on the Job or have an Occupational Disease

Notice of Injury or Occupational Disease (Incident Report Form C-1) If an injury or occupational disease (OD) arises out of and in the course of employment, you must provide written notice to your employer as soon as practicable, but no later than 7 days after the accident or OD. Your employer shall maintain a sufficient supply of the forms.

Employee's Claim for Compensation/Report of Initial Treatment (Form C-4): If medical treatment is sought, the Form C-4 is available at the place of initial treatment. A completed Form C-4 must be filed within 90 days after an accident or OD. The treating physician, chiropractic physician, physician assistant or advanced practice nurse must, within 3 working days after treatment, complete and mail to the employer, the employer's insurer and third-party administrator, the Claim for Compensation.

Medical Treatment: If you require medical treatment for your on-the-job injury or OD, you may be required to select a physician or chiropractic physician from a list provided by your workers' compensation insurer, if it has contracted with an Organization for Managed Care (MCO) or Preferred Provider Organization (PPO) or providers of health care. If your employer has not entered a contract with an MCO or PPO, you may select a physician or chiropractic physician from the Panel of Physicians and Chiropractic Physicians. Any medical costs related to your industrial injury or OD will be paid by your insurer.

Temporary Total Disability (TTD): If your doctor has certified that you are unable to work for a period of at least 5 consecutive days, or 5 cumulative days in a 20-day period, or places restrictions on you that your employer does not accommodate, you may be entitled to TTD compensation.

Temporary Partial Disability (TPD): If the wage you receive upon reemployment is less than the compensation for TTD to which you are entitled, the insurer may be required to pay you TPD compensation to make up the difference. TPD can only be paid for a maximum of 24 months.

Permanent Partial Disability (PPD): When your medical condition is stable and there is an indication of a PPD as a result of your injury or OD, within 30 days, your insurer must arrange for an evaluation by a rating physician or chiropractic physician to determine the degree of your PPD. The amount of your PPD award depends on the date of injury, the results of the PPD evaluation, your age and wage.

Permanent Total Disability (PTD): If you are medically certified by a treating physician or chiropractic physician as permanently and totally disabled and have been granted a PTD status by your insurer, you are entitled to receive monthly benefits not to exceed 66 2/3% of your average monthly wage. The amount of your PTD payments is subject to reduction if you previously received a lump-sum PPD award.

Vocational Rehabilitation Services: You may be eligible for vocational rehabilitation services if you are unable to return to the job due to a permanent physical impairment or permanent restrictions as a result of your injury or occupational disease.

Transportation and Per Diem Reimbursement: You may be eligible for travel expenses and per diem associated with medical treatment.

Reopening: You may be able to reopen your claim if your condition worsens after claim closure.

Appeal Process: If you disagree with a written determination issued by the insurer or the insurer does not respond to your request, you may appeal to the Department of Administration, Hearing Officer, by following the instructions contained in your determination letter. You must appeal the determination within 70 days from the date of the determination letter at 1050 E. William Street, Suite 400, Carson City, Nevada 89701, or 2200 S. Rancho Drive, Suite 210, Las Vegas, Nevada 89102. If you disagree with the Hearing Officer decision, you may appeal to the Department of Administration, Appeals Officer. You must file your appeal within 30 days from the date of the Hearing Officer decision letter at 1050 E. William Street, Suite 450, Carson City, Nevada 89701, or 2200 S. Rancho Drive, Suite 220, Las Vegas, Nevada 89102. If you disagree with a decision of an Appeals Officer, you may file a petition for judicial review with the District Court. You must do so within 30 days of the Appeals Officer's decision. You may be represented by an attorney at your own expense, or you may contact the NAIW for possible representation.

Nevada Attorney for Injured Workers (NAIW): If you disagree with a Hearing Officer decision, you may request that NAIW represent you without charge at an Ar oeals Officer hearing. NAIW is an independent state agency and is not affiliated with any insurer. For information regarding denial of benefits, you may contact the NAIW at: 1000 E. William Street, Suite 208, Carson City, NV 89701, (775) 684-7555, or 2200 S. Rancho Drive, Suite 230, Las Vegas, NV 89102, (702) 486-2830.

To File a Complaint with the Division: If you wish to file a complaint with the Administrator of the Division of Industrial Relations (DIR), please contact Workers' Compensation Section, 1886 East College Pkwy. Ste. 100, Carson City, NV 89706, telephone (775) 684-7270, or 2300 W. Sahara Ave, Suite 300, Las Vegas, NV 89102, telephone (702) 486-9080.

For Assistance with Workers' Compensation Issues: You may contact the State of Nevada Office for Consumer Health Assistance, 7150 Pollock Drive, Las Vegas, NV 89119, Toll Free 1-888-333-1597, Website: https://adsd.nv.gov/Programs/CHA/Office for Consumer Health Assistance (OCHA)/, E-mail cha@govcha.nv.gov

The information in this publication is derived from Chapters 616A through 616D, inclusive, and 617 of the Nevada Revised Statutes and is provided for informational purposes only. If you have any questions, regarding your injury or workers' compensation claim, please call the following:

Insurer/Administrator:				Contact Person:	
Address:				Telephone Number:	
	City	State	Zip	I	
MCO/Health Care Provider:				Contact Person:	
Address:				Telephone Number:	
	City	State	Zip	A	D-1 (rev. 09/24)



DR. KRISTOPHER SANCHEZ Director

> BRETT HARRIS Labor Commissioner



#### DEPARTMENT OF BUSINESS AND INDUSTRY OFFICE OF THE LABOR COMMISSIONER

#### STATE OF NEVADA DAILY OVERTIME 2024 ANNUAL BULLETIN POSTED APRIL 1, 2024

EMPLOYERS MUST PAY 1.5 TIMES AN EMPLOYEE'S REGULAR WAGE RATE WHENEVER AN EMPLOYEE WHO IS PAID LESS THAN 1.5 TIMES THE APPLICABLE MINIMUM WAGE RATE WORKS MORE THAN 40 HOURS IN ANY WORKWEEK OR MORE THAN 8 HOURS IN ANY WORKDAY, UNLESS OTHERWISE EXEMPTED. EMPLOYERS SHOULD REFER TO NRS 608.018 FOR FURTHER DETAILS ON OVERTIME REQUIREMENTS.

NEVADA BALLOT QUESTION 2 PASSED NOVEMBER 2022 ELIMINATES TWO-TIER MINIMUM WAGE AS OF JULY 1, 2024:

Effective Date	Minimum Wage
July 1, 2024	\$12.00

EFFECTIVE JULY 1, 2024, EMPLOYEES WHO EARN LESS THAN \$18.00 PER HOUR ARE ELIGIBLE FOR OVERTIME AT ONE AND A HALF (1.5) TIMES THE EMPLOYEE'S REGULAR RATE OF PAY FOR:

- > OVER 8 HOURS OF WORK IN A 24-HOUR PERIOD; OR
- > OVER 40 HOURS OF WORK IN A WORK WEEK.

EMPLOYEES THAT MAKE MORE THAN THE HOURLY RATE ABOVE ARE ELIGIBLE FOR OVERTIME AT 1.5 TIMES THE EMPLOYEE'S REGULAR RATE OF PAY FOR OVER 40 HOURS OF WORK IN A WORK WEEK.

Copies may be obtained at <u>www.labor.nv.gov</u> or from the Labor Commissioner's Offices listed above.



DR. KRISTOPHER SANCHEZ Director

> BRETT HARRIS Labor Commissioner



#### DEPARTMENT OF BUSINESS AND INDUSTRY OFFICE OF THE LABOR COMMISSIONER

#### STATE OF NEVADA MINIMUM WAGE 2024 ANNUAL BULLETIN POSTED APRIL 1, 2024

NEVADA BALLOT QUESTION 2, PASSED NOVEMBER 2022, ELIMINATES TWO-TIER MINIMUM WAGE AS OF JULY 1, 2024:

Effective Date	Minimum Wage
July 1, 2024	\$12.00

PURSUANT TO ARTICLE 15, SECTION 16(A) OF THE CONSTITUTION OF THE STATE OF NEVADA AND ASSEMBLY BILL (AB) 456 PASSED IN 2019 DURING THE 80<sup>TH</sup> REGULAR SESSION OF THE NEVADA LEGISLATURE, THE ABOVE MINIMUM WAGE RATE SHALL APPLY TO ALL EMPLOYEES IN THE STATE OF NEVADA UNLESS OTHERWISE EXEMPTED. THIS RATE IS EFFECTIVE AS OF JULY 1, 2024, AND APPLIES TO ALL EMPLOYEES REGARDLESS OF OFFERED EMPLOYER HEALTH BENEFITS.

Copies of this notice may be obtained from our website at: <u>www.labor.nv.gov</u> or by contacting the addresses and phone numbers listed above.

Assembly Bill 456 <u>https://www.leg.state.nv.us/App/NELIS/REL/80th2019/Bill/6870/Text</u> Senate Bill 192 <u>https://www.leg.state.nv.us/App/NELIS/REL/80th2019/Bill/6334/Text</u>

STEVE SISOLAK Governor

TERRY REYNOLDS Director

SHANNON CHAMBERS LABOR COMMISSIONER



Department of Business & Industry OFFICE OF THE LABOR COMMISSIONER www.labor.nv.gov OFFICE OF THE LABOR COMMISSIONER 1818 COLLEGE PKWY., SUITE 102 CARSON CITY, NV 89706 PHONE: (775) 684-1890

OFFICE OF THE LABOR COMMISSIONER 3300 WEST SAHARA AVE., SUITE 225 LAS VEGAS, NV 89102 PHONE: (702) 486-2650

#### JANUARY 2021 COVID-19 VACCINE/VACCINATION LEAVE GUIDANCE

As the COVID-19 Vaccine/Vaccination rollout continues, the Office of the Labor Commissioner is providing guidance to employers about providing leave/time for employees to get vaccinated. <u>Nevada COVID-19 Vaccine</u> <u>Playbook 3.0 Brief</u>

#### MANDATORY VACCINATION REQUIREMENTS BY EMPLOYERS SHOULD BE COMBINED WITH LEAVE FOR EMPLOYEES TO OBTAIN THE 1<sup>ST</sup> DOSE AND 2<sup>ND</sup> DOSE OF THE COVID-19 VACCINE/VACCINATION.

Under the Fair Labor Standards Act (FLSA), if an employer is requiring employees to get vaccinated, the time off for obtaining the vaccine, even if it is non-working time, is likely to be compensable.

#### OPTIONAL VACCINATION REQUIREMENTS AND/OR EMPLOYEES THAT CHOOSE TO OBTAIN THE VACCINE VOLUNTARILY SHOULD BE ALLOWED TO UTILIZE LEAVE, PAID LEAVE, OR THE POSSIBILITY OF FLEX TIME TO OBTAIN THE 1<sup>ST</sup> AND 2<sup>ND</sup> DOSE OF THE COVID-19 VACCINE.

Employers should review their leave and vaccination policies and revise accordingly to provide leave/time to employees to obtain the 1<sup>st</sup> Dose and 2<sup>nd</sup> Dose of the COVID-19 Vaccine.

On January 1, 2020, Senate Bill 312 became effective and stated as follows: "Every employer in private employment in the State of Nevada with 50 or more employees in the State of Nevada shall provide paid leave that accrues at a minimum of 0.01923 hours of paid leave for each hour of work performed. An employee is eligible to use leave on the 90<sup>th</sup> day of employment." The employee does not have to provide a reason for the leave.

While the Families First Coronavirus Response Act (FFCRA) did expire on December 31, 2020, employers can still provide FFCRA leave and receive tax credits for that leave. <u>Families First Coronavirus Response Act:</u> Questions and Answers | U.S. Department of Labor (dol.gov)

Employers should consider the following related to the COVID-19 Vaccine:

- (1) Is the employer requiring employers to get vaccinated?
- (2) Is the employer going to provide employees leave and/or paid leave to get vaccinated?
- (3) Will the leave and/or paid leave be deducted from the employees leave hours?

(4) If the employer is not going to require the vaccination for employees, the employer will need to allow employees to utilize leave, paid leave, provide flex time, or other options for employees who choose to get vaccinated.

The Labor Commissioner recommends that employers and employees visit the following websites for the most recent information on the vaccine and provide employees with leave, time, and flexibility to obtain the vaccine.

COVID-19 Vaccine | Nevada Health Response (nv.gov)

What You Should Know About COVID-19 and the ADA, the Rehabilitation Act, and Other EEO Laws | U.S. Equal Employment Opportunity Commission (eeoc.gov)

COVID-19 Vaccination | CDC

STEVE SISOLAK GOVERNOR MICHAEL J. BROWN DIRECTOR

SHANNON M. CHAMBERS LABOR COMMISSIONER

#### STATE OF NEVADA



OFFICE OF THE LABOR COMMISSIONER 3300 WEST SAHARA AVENUE, SUITE 225 LAS VEGAS, NEVADA 89102 PHONE: (702) 486-2650 FAX (702) 486-2660

OFFICE OF THE LABOR COMMISSIONER 1818 COLLEGE PARKWAY, SUITE 102 CARSON CITY, NV 89706 PHONE: (775) 684-1890 FAX (775) 687-6409

#### Department of Business & Industry OFFICE OF THE LABOR COMMISSIONER

www.labor.nv.gov

# **DOMESTIC VIOLENCE BULLETIN**

EFFECTIVE January 1, 2018

#### NRS 608.0198

1. An employee who has been employed by an employer for at 90 days and who is a victim of an act which constitutes domestic violence, or whose family or household member is a victim of an act which constitutes domestic violence, and the employee is not the alleged perpetrator, is entitled to not more than 160 hours of leave in one 12-month period. Hours of leave provided pursuant to this subsection:

(a) May be paid or unpaid by the employer;

(b) Must be used within the 12 months immediately following the date on which the act which constitutes domestic violence occurred;

(c) May be used consecutively or intermittently; and

(d) If used for a reason for which leave may also be taken pursuant to the Family and Medical Leave Act of 1193, 29 U.S.C. §§ 2601 et seq., must be deducted from the amount of leave the employee is entitled to take pursuant to this section and from the amount of leave the employee is entitled to take pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §§ 2601 et. Seq. 2. An employee may use the hours of leave pursuant to subsection 1 as follows:

(a) An employee may use the hours of leave only:

(1) For the diagnosis, care o treatment of a health condition related to an act which constitutes domestic violence committed against the employee or a family or household member of the employee;

(2) To obtain counseling or assistance related to an action which constitutes domestic violence committed against the employee or a family or household member of the employee;

(3) To participate in court proceedings related to an act which constitutes domestic violence committed against the employee or a family or household member of the employee;

(4) To establish a safety plan, including, without limitation, any action to increase the safety of the employee or the family or household member of the employee from a future act which constitutes domestic violence.

(b) After taking any hours of leave upon the occurrence of the action which constitutes domestic violence, an employee shall give not less than 48 hours advance notice to his or her employer of the need to use additional hours of leave for any purpose listed in paragraph (a).

3. An employer shall not:

(a) Deny an employee the right to use hours of leave in accordance with the conditions of this section;

(b) Require an employee to find a replacement worker as a condition of using hours of leave; or

(c) Retaliate against and employee for using hours of leave.

4. The employer of an employee who takes hours of leave pursuant to this section may require the employee to provide to the employer documentation that confirms or supports the reason the employee provided for requesting leave. Such documentation may include, without limitation, a police report, a copy of an application for an order for protection, an affidavit from an organization which provides services to victims of domestic violence or documentation from a physician. Any documentation provided to an employer pursuant to this subsection is confidential and must be retained by the employer in a manner consistent with the requirements of the Family and Medical Leave Act of 1993, 29 U.S.C. §§ 2601 et seq.

5. The Labor Commissioner shall prepare a bulletin which clearly sets forth the right to the benefits created by this section. The Labor Commissioner shall post the bulletin on the Internet website maintained by the Office of Labor Commissioner, if any, and shall require all employers to post the bulletin in a conspicuous location in each workplace maintained by the employer. The bulletin may be included in any printed abstract posted by the employer pursuant to NRS 608.013.

6. An employer shall maintain a record of the hours of leave taken pursuant to this section for each employee for a 2-year period following the entry of such information in the record and, upon request, shall make those records available for inspection by the Labor Commissioner. The employer shall exclude the names of the employees from the records, unless a request for a record is for the purpose of an investigation.

7. The provisions of this section do not:

- (a) Limit or abridge any other rights, remedies or procedures available under the law.
- (b) Negate any other rights, remedies or procedures available to an aggrieved party.
- (c) Prohibit, preempt or discourage any contract or other agreement that provides a more generous leave benefit or paid leave benefit.

8. As used in this section:

- (a) "Domestic violence" has the meaning ascribed to it in NRS 33.018.
- (b) "Family or household member" means a"
  - (1) Spouse;
  - (2) Domestic Partner;
  - (3) Minor child; or

(4) Parent or other adult person who is related within the first degree of consanguinity or affinity to the employee, or other adult person who is or was actually residing with the employee at the time of the act which constitutes domestic violence.

Pursuant to NRS 608.195 (except as otherwise provided in NRS 608.0165) any person who violates provisions of NRS 608.005 to 608.195 inclusive is guilty of a misdemeanor. In addition to any other remedy or penalty, the Labor Commissioner may impose against the person an administrative penalty of not more than \$5,000 for each violation.

# **EMERGENCY PHONE NUMBERS**

FOR

(Please Give Exact Address of This Worksite Location)

Physicians:\_\_\_\_\_ Hospitals:\_\_\_\_\_ Ambulances: 911 or\_\_\_\_\_ Fire Department: 911 or\_\_\_\_\_ Police: 911 or\_\_\_\_\_

PLEASE POST IN A CONSPICUOUS LOCATION, IN ACCORDANCE WITH THE NEVADA OCCUPATIONAL SAFETY AND HEALTH ACT (Nevada Revised Statutes 618.295; 29 CFR 1926.50)

Nevada OSHA Enforcement Division of Industrial Relations Nevada Department of Business and Industry

# NEVADA PREGNANT WORKERS' FAIRNESS ACT





Pursuant to NRS 613.335 and sections 2 to 8, inclusive, of the Nevada Pregnant Workers' Fairness Act (effective October 1, 2017) employees have the right to be free from discriminatory or unlawful employment practices based on pregnancy, childbirth, or a related medical condition.

# UNDER THE ACT, IT IS UNLAWFUL FOR EMPLOYERS TO:

- Deny a reasonable accommodation to female employees and applicants, upon request, for a condition related to pregnancy, childbirth, or a related medical condition, unless an accommodation would impose an undue hardship on the business of the employer.
- Take adverse employment actions against a female employee because the employee requests or uses a reasonable accommodation.
- Deny an employment opportunity to a qualified female employee or applicant based on a need for a reasonable accommodation.
- Require a female employee or applicant to accept an accommodation that the employee or applicant did not request or chooses not to accept or to take leave from employment if an accommodation is available.

# UNDER THE ACT, AN EMPLOYER MAY:

Require a female employee to submit written medical certification from the employee's physician substantiating the need for an accommodation because of pregnancy, childbirth, or related medical conditions, and the specific accommodation recommended by the physician.

## www.nvdetr.org

# For further information regarding the Act, contact the Nevada Equal Rights Commission.

An equal opportunity employer/program. Auxiliary aids and services are available upon request for individuals with disabilities Relay 711 or 800.326.6868 1820 East Sahara Avenue Suite 314 Las Vegas, NV 89104 Phone (702) 486-7161

1325 Corporate Blvd. Room 115 Reno, NV 89502 **Phone (775) 823-6690** 

## STATE OF NEVADA Office of the Labor Commissioner



## NOTICE OF LIMITATIONS AFFECTING THE APPLICATION OF LIE DETECTOR TESTS

NRS 613.460(2) requires that each employer shall post and maintain this notice in a conspicuous location at the place of employment where notices to employees and applicants for employment are customarily posted and read.

Pursuant to NRS 613.440(2), Lie detector means polygraph, voice stress analyzers, psychological stress evaluator or any other similar device, whether mechanical or electrical, which are designed to determine the honesty or dishonesty of an individual.

NRS 613.480(1) prohibits employers or anyone acting in the employer's behalf from requiring or requesting that an employee or prospective employee take or submit to any lie detector test except as provided in NRS 613.510.

NRS 613.510 contains several exceptions which permit an employer to request polygraph examinations. An employer may request that an employee or prospective employee take a polygraph examination administered by a qualified person as part of an investigation of theft or similar wrongdoing affecting the employer's business which appears to involve the employee.

The employer may also request a polygraph examination administered by a qualified person with regard to prospective employees who would be employed to protect certain kinds of sensitive or valuable property or facilities. The use of a polygraph examination is also permitted to employers in businesses that handle controlled substances.

Such permission exists only in situations where job applicants or employees have direct access to the controlled substances or where suspected abuse or theft is involved.

# NRS 613.480(3&4) prohibit an employer from taking adverse action against any employee or prospective employee based on the results of any lie detector test or refusal to take any lie detector test.

Employers who violate the provisions in NRS 613.440 to 613.510 are subject to civil liability in court, as well as fines imposed by the Nevada Labor Commissioner.

For additional information contact our offices at 702-486-2650 in Las Vegas or 775-684-1890 in Carson City or via Email at mail1@labor.nv.gov