# **KNOW YOUR WORKPLACE RIGHTS**



#### WHAT IS WAGE THEFT?

Wage theft occurs when employers fail to pay workers what they are legally owed, which includes not paying on time or failing to provide paid sick leave.

## YOU HAVE THE RIGHT TO:

Overtime Pay: Paid for hours working over 8 hours per day, 40 hours per week, or 7 consecutive days.\*





Paid Sick Leave: All employees, including part-time and temporary staff, are entitled to sick leave, which is earned upfront or over time. A doctor's note is not required for the first 40 hours of sick time used each year.

Freedom from retaliation: An employer cannot punish you for reporting wage theft or asserting your rights as a worker.





Payment for All Hours Worked: Paid for all hours worked, including work done "off-the-clock."

## IF YOU THINK YOU ARE EXPERIENCING WAGE THEFT:

### Step 1:

Keep Records: Document the hours you've worked, keep your pay stubs, and keep record of your communication with your employer.

## Step 2:

**Speak to Your Employer:** Mistakes can happen, and it's illegal for employers to punish you for asking for your wages.

#### Step 3:

**File a Wage Theft Complaint:** 

For unresolved issues or assistance, contact the San Diego County Office of Labor Standards and Enforcement (OLSE).

\*There are some exceptions to the law for certain industries, jobs, and union members.





