

4167-4-01

Notice to public employees.

- (A) Each public employer shall post and keep posted, in accordance with paragraph (B) or (C) of this rule, or both, all notices informing public employees of the protections and obligations provided under the act. The superintendent will post a list of all required notices, and the form of those notices, on the bureau of workers' compensation's website.
- (B) ~~Any notice required by this rule shall~~ Notices may be posted by the public employer in each establishment operated by the public employer in a conspicuous place where notices to public employees are customarily posted. Each public employer shall take steps to ensure that such notices are not altered, defaced, or covered by other material.
- (1) Where distinctly separate operations of the public employer are performed at a single physical location, each distinct separate operation shall be treated as a separate establishment for purposes of this rule. Distinct separate operations include, but are not limited to, multiple agencies of a public employer located within a single building.
- (2) Where public employees are engaged in activities that are not ordinarily conducted in an establishment of the public employer, the required notices will be posted at the location to which public employees report each day.
- (3) Where public employees do not report to a physical location, the public employer will provide such public employees individual copies of all notices subject to paragraph (A) of this rule on an annual basis.
- (C) Notices may be posted by the public employer on the internet in a manner that is accessible to the public employer's employees.

Effective:

Five Year Review (FYR) Dates: 10/1/2028

Certification

Date

Promulgated Under: 119.03
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