Arkansas State Postings

Always Designing for People®

Form AR-P	ARKANSAS WORKERS' COMPENSATION COMMISSION	P
Ark. Code Ann. §11-9-403, 407 AWCC Rule7 Updated: 06-16-14	324 Spring Street, Little Rock, AR 72201 Mail: P.O. Box 950, Little Rock, AR 72203-0950 Little Rock Office - 1-800-622-4472 / 501-682-3930 Springdale Office - 1-800-852-5376 / 479-751-2790	

WORKERS' COMPENSATION INSTRUCTIONS TO EMPLOYERS AND EMPLOYEES

All employees of this establishment entitled to benefits under the provisions of the Arkansas workers' compensation laws are hereby notified that their employer has secured the payment of such compensation as may at any time be due employees or their dependents. This employer is required by state law to provide workers' compensation coverage or this employer has waived the exclusion or exemption from the operation of the workers' compensation laws, and the employer certifies by the display of this poster that workers' compensation coverage is now provided by a workers' compensation insurance policy or by enrollment in the Arkansas Self-Insurance Program or by the Public Employee Claims Division of the Arkansas Insurance Department.

(Place label indicating Insurer's Name, Claims Office Address, Claims Office Phone Number and Policy Expiration Date)

IN CASE OF JOB-RELATED INJURIES OR OCCUPATIONAL DISEASES

The Employer Shall:

1. Provide all necessary medical, surgical and hospital treatment, as required by law, following the injury and for such additional time as ordered by the Workers' Compensation Commission.
2. Provide compensation payments in accordance with the provisions of the law. The first installment of compensation becomes due on the 15th day after the employer has notice of the injury or death, except in those cases where liability has been denied by the employer.
3. Provide prompt reporting of accidents to appropriate parties.
4. Keep a record of all injuries received by its employees.

The Employee Shall:

The employee shall report the injury to the employer on Form N and to a person or at a place specified by the employer, unless the injury either renders the employee physically or mentally unable to do so, or the injury is made known to the employer immediately after it occurs. The employer shall not be responsible for disability, medical, or other benefits prior to receipt of the employee's notice of injury. All reporting procedures specified by the employer must be reasonable and shall afford each employee reasonable notice of the reporting requirements. The foregoing shall not apply when an employee requires emergency medical treatment outside the employer's normal business hours; however, in that event, the employee shall cause a report of the injury to be made to the employer on the employer's next regular business day.

Failure to give such notice shall not bar any claim (1) if the employer had knowledge of the injury or death, (2) if the employee had no knowledge that the condition or disease arose out of and in the course of employment, or (3) if the Commission excuses such failure on the grounds that for some satisfactory reason such notice could not be given. Objection to failure to give notice must be made at or before the first hearing on the claim.

Statutory Information:

Ark. Code Ann. § 11-9-514(b) states: "Treatment or services furnished or prescribed by any physician other than the ones selected according to the foregoing, except emergency treatment, shall be at the claimant's expense."

Ark. Code Ann. § 11-9-514(f), however, indicates: When compensability is controverted, subsection (b) shall not apply if:

(1) The employee requests medical assistance in writing prior to seeking the same as a result of an alleged compensable injury; and

(2) The employer refuses to refer the employee to a medical provider within forty-eight (48) hours after such written request as provided above; and

(3) The alleged injury is later found to be a compensable injury; and

(4) The employer has not made a previous offer of medical treatment.

If you have any questions regarding your rights under the Arkansas workers' compensation laws, you may call an Arkansas Workers' Compensation Commission legal advisor at our toll-free number listed above.

All employers who come within the operation of the Arkansas workers' compensation laws and have complied with its provisions must post this notice in a **CONSPICUOUS** place in or about their place or places of business. **P**

ARKANSAS VETERANS' BENEFITS AND SERVICES

As mandated by Act 655 of 2025 of the Arkansas General Assembly, this poster provides essential information on benefits and services available to service members and veterans.

Arkansas Department of Veterans Affairs (ADVA)
- **Phone:** 501-683-2382
- **Website:** www.veterans.arkansas.gov
- 501 Woodlane St, 401N Little Rock, AR 72201

Arkansas Department of Labor and Licensing (ADLL)
- **Phone:** 501-682-4500
- **Website:** labor.arkansas.gov
- 900 W Capitol Little Rock, AR 72201

Summary of Arkansas Military and Veterans Benefits: Arkansas offers special benefits for Service members, Veterans, and their Families including property tax exemptions, state employment preferences, education and tuition assistance, vehicle tags, as well as hunting and fishing license privileges. Eligibility for some benefits may depend on residency, military component, and Veteran disability status.

U.S. Department of Veterans Affairs (VA) Resources

Substance Abuse and Mental Health Treatment Options

- **Mental Health Support and Services:** Find treatment and support for mental health problems like PTSD, MST, depression, grief, substance use problems, and anxiety-related conditions.
  - **Website:** www.mentalhealth.va.gov
- **Connect with Social Workers:** Get help with resources, crisis intervention, intimate partner violence, food insecurity, substance use dependence, and support for housing instability.
  - **VA Health Care Hotline:** (877) 222-8387 (press 0)
  - **Website:** www.socialwork.va.gov
- **Veterans Crisis Line:** Connect with caring, qualified VA responders. Confidential support is available 24/7.
  - **Call: Dial 988 and Press 1**
  - **Text: 838255**
  - **Chat Online:** VeteransCrisisLine.net
  - **TTY:** 800-799-4889

Educational, Workforce, and Training Resources

- **Apply for and manage GI Bill and other education benefits:** Help pay for college and training programs.
  - **VA Education Benefits Assistance Service Line:**
    - From the U.S.: (888) 442-4551
    - From overseas: 001-918-781-5678
  - **Website:** www.va.gov/education/about-gi-bill-benefits/
- **Veteran Readiness and Employment (VR&E):** Service members and veterans with service-connected disabilities may qualify for VR&E, also known as Chapter 31.
  - **Website:** www.va.gov/careers-employment/vocational-rehabilitation/
- **Careers and Employment:** Apply for Veteran Readiness and Employment (VR&E), get support for your Veteran-owned small business, and access other career resources.
  - **MyVA411:** (800) 698-2411
  - **Website:** www.va.gov/careers-employment/

Tax Benefits

- Military Pay Exempt from Arkansas State Taxes:
  - Military pay received by Service members serving in an active or reserve component of the U.S. Armed Forces is exempt from Arkansas income tax.
  - Military retirement pay is exempt from Arkansas income taxes.
  - Arkansas State Taxes on Military Disability Retirement Pay: Military disability retirement pay received as a pension, annuity, or similar allowance for personal injury or sickness resulting from active service in the U.S. Armed Forces should not be included in taxable income.

Arkansas has many more options for Tax relief for Military and Veterans. You can see an up-to-date list at https://myarmybenefits.us.army.mil/Benefit-Library/State/Territory-Benefits/ArkansasTaxes

Veteran Designation on Arkansas ID Card and Driver's License:

Arkansas resident Veterans who received an honorable discharge from service in the U.S. Armed Forces can request a Veteran designation on their Arkansas driver's license or ID card. Veterans can apply at any Arkansas Driver Control Office.

- Veterans must provide one of the following documents as proof of eligibility:
  - DD214, Certificate of Release or Discharge from Active Duty
  - NGB 22, Report of Separation
  - Veterans ID card issued by the VA
  - DD256 or 257, Discharge Certificate
  - DD2, retired Veteran ID card

Eligibility for Unemployment Insurance (UI) Benefits Under State and Federal Law

- The Arkansas Division of Workforce Services (ADWS) administers the Arkansas UI program that provides temporary financial assistance for workers who are unemployed through no fault of their own.
  - Applicants can file a claim for UI online at the ADWS_EZARC UI Claim webpage (Monday through Friday, 6 a.m. – 6 p.m., and Sunday 7 a.m. - 6 p.m.).
  - For more information or questions, please call the UI Service Center at 844-908-2178 (Monday through Friday, 8 a.m. – 3:30 p.m.).

Legal Services

- **Find local Veteran Service Organizations (VSO):** Get help from an accredited representative.
  - **MyVA411:** (800) 698-2411
  - **Website:** www.va.gov/get-help-from-accredited-representative/

Additional VA Benefits and Services

- **VA Health Care:** Apply for VA health care, learn how to access services, and manage your health and benefits online.
  - **VA Health Care Hotline:** (877) 222-8387 (press 0)
  - **Website:** www.va.gov/health-care/how-to-apply/
- **Disability and Benefits:** File a claim for disability compensation for conditions related to your military service and manage your benefits.
  - **VA Benefits Hotline:** (800) 827-1000
  - **Website:** www.va.gov/disability/how-to-file-claim/
- **Homelessness Support, Housing Assistance, VA Home Loans:** VA can connect you with housing resources and offer benefits to help build, improve, or keep your current home.
  - **Call Center for Homeless Veterans:** (877) 424-3838
  - **Website:** www.va.gov/homeless/
  - **VA Loan Guaranty Service:** (877) 827-3702
  - **Website:** www.va.gov/housing-assistance/home-loans
- **Pension:** Apply for monthly payments for wartime Veterans and survivors with limited or no income who meet certain requirements.
  - **VA Benefits Hotline:** (800) 827-1000
  - **Website:** www.va.gov/pension/
- **Burials and Memorials:** Determine burial eligibility, get help planning a burial in a VA national cemetery, order memorial items for Veterans.
  - **VA National Cemetery Office:** (800) 535-1117
  - **Website:** www.va.gov/burials-memorials/schedule-a-burial/
- **Family Member, Caregiver, and Survivor Benefits:** Learn about benefits you may qualify for as a Veteran spouse, dependent, or survivor.
  - **VA Benefits Hotline:** (800) 827-1000
  - **Website:** www.va.gov/family-and-caregiver-benefits/

NOTE: Employers in Arkansas with fifty (50) or more full-time equivalent employees are required to display this poster in a conspicuous place accessible to employees.

ARKANSAS DEPARTMENT OF LABOR AND LICENSING

NOTICE to employer & employee

MINIMUM WAGE

All employees covered by Arkansas Code 11-4-202 to 11-4-220 must be paid a minimum wage of at least:

$11.00 an hour effective January 1, 2021 with an allowance for gratuities not to exceed $8.37 per hour.

COVERAGE

The Arkansas Minimum Wage applies to an employer of four (4) or more persons. Common exemptions include:

*Executive, administrative or professional employees.

*Outside commission-paid salesmen.

*Students whose work is a part of a bona fide vocational training program.

*Students who work in the schools they are attending.

*Some farm laborers.

*Independent contractors.

*Employees of the United States.

STUDENT RATE

Any full-time student attending any accredited institution of education within the State of Arkansas, and who is employed to work an amount not to exceed twenty (20) hours during weeks that school is in session or forty (40) hours during weeks when school is not in session, such rate of wage shall be equal to not less than eighty-five (85%) of the applicable minimum wage provided a Student Certificate of Eligibility is obtained from the Arkansas Department of Labor and Licensing. Student workers subject to the 85% provision of the applicable minimum wage rate and a gratuity allowance shall not be paid less than the base wage guaranteed any other employee subject to a gratuity allowance.

HANDICAPPED WORKERS

The Director has established rules for employment of these workers. For further information contact the Department of Labor and Licensing.

STUDENT-LEARNERS

A "Student-Learner" is a person who is receiving regular instructions in an accredited school and who is employed on a part-time basis in a bona fide training program. For further information contact the Department of Labor and Licensing.

OVERTIME PAY

Overtime compensation must be paid at the rate of one and one-half times the regular hourly rate of pay for hours worked in excess of 40 hours in a workweek. This overtime provision shall not be applicable with respect to employers with less than 4 employees, or agricultural employees.

WORKWEEK

A workweek is a regularly recurring period of 168 hours in the form of seven consecutive 24-hour periods.

ENFORCEMENT

The Director of the Division of Labor or his representatives have the authority to:

(a) enter and inspect any place of employment in the State to examine books, payrolls, and records having to do with wages and hours. He may copy these records if necessary and may question any employees to find out if the law is being obeyed;

(b) require written or sworn statements from an employer about his employees' earnings and hours of work; and

(c) enforce all administrative rules.

DEDUCTIONS FROM THE MINIMUM WAGE

No deduction from the applicable minimum wage may be made except those authorized or required by law or by rule of the Director of Labor, however, deductions which are not otherwise prohibited and which are for the employee's benefit may be made if authorized in writing by the employee.

KEEPING OF RECORDS

All employers subject to the Minimum Wage Law must keep accurate records for a period of three (3) years. These records must include the name, address, occupation, rate of pay, hours worked and the amount paid each pay period for all employees covered by the law. In addition, every employer who claims an allowance for tips, board, lodging, apparel or other items or services as part of the applicable minimum wage rate, must maintain daily records showing for each employee the amounts claimed as allowances and must maintain records which will substantiate the amount of tips actually received by the employee or the employer's reasonable cost in supplying items or services to the employee.

EQUAL PAY ACT

No employer in the State of Arkansas shall discriminate in the payment of wages as between the sexes or shall pay any female in his employ, salary or wage rate less than the rates paid to male employees for comparable work. Provided, however, that nothing in this Act shall prohibit a variation in rates of pay based upon a difference in seniority, experience, training, skill, ability, or difference in duties and services performed, or difference in the shift or time of the day worked, or any other reasonable differentiation except difference in sex. Every employer shall keep and maintain records of the salaries and wage rates, job classifications and other terms and conditions of employment of the persons employed by him and such records shall be preserved for a period of three (3) years.

PENALTIES

Any employer who willfully hinders or delays the Director or his authorized representative in the performance of his duties in the enforcement of the Minimum Wage Law or of any rule issued under it shall be subject to a civil penalty of not less than fifty dollars ($50.00) and not more than one thousand dollars ($1,000.00) for each violation. For the purpose of this subsection, each such violation shall constitute a separate offense. Any employer who willfully discharges or in any other manner willfully discriminates against any employee because such employee has made any complaint to his employer, to the Director of Labor, or his authorized representative that he has not been paid minimum wages in accordance with the law, or because such employee has caused to be instituted or is about to cause to be instituted any proceeding under or related to the law, or because such employee has testified or is about to testify in any such proceeding shall be deemed in violation of the Minimum Wage Law and shall be subject to a civil penalty of not less than fifty dollars ($50.00) and not more than one thousand dollars ($1,000.00) for each violation. For the purpose of this section, each day the violation continues shall constitute a separate offense. In addition to the civil penalty, the Director of Labor is authorized to petition any court of competent jurisdiction to enjoin or restrain any person, firm, corporation, partnership, or association who violates the provision of the law or any rule.

EMPLOYEES REMEDIES

The Director of Labor may enforce Arkansas minimum wage law by instituting legal action to recover any wages due. An employee may bring an action for equitable and monetary relief against an employer if the employer pays the employee less than the minimum wages, including overtime wages, to which the employee is entitled. The employee shall not be required to exhaust administrative remedies before bringing an action. An employee may recover the full amount of wages due plus costs and a reasonable attorney's fee. The employee may also be awarded an additional amount up to but not greater than the amount of wages found to be due, to be paid as liquidated damages for willful violations.

CHILD LABOR

After August 1, 2023, permits will no longer be required. NOTE: All state and federal laws regarding work activities and hours will remain in effect and will be enforced. Enhanced civil and criminal penalties for child labor law violations were provided by Act 687 of 2023.

State law regulates the employment of minors under the age of 17. Special provisions govern the employment of children in the entertainment industry, otherwise, children who are 14 and 15 years of age may not work:

*More than 8 hours a day.
*More than 6 days a week.
*More than 48 hours a week.
Before 6:00 a.m. nor after 7:00 p.m.except on nights preceding non-school days, such children may work until 9:00 p.m.

Children under 14 may not be employed except in the entertainment industry, as newspaper carriers, bat boys or bat girls of professional baseball clubs, sports referees, to hand harvest short season crops, or by their parents or guardians during school vacation.

Children who are 16 years of age may not work:

*More than 10 consecutive hours in any one day; no more than ten 10 hours in a twenty-four hour period.
*More than 6 days a week.
*More than 54 hours a week.
*Before 6:00 a.m. nor after 11:00 p.m.

except that the limitations of 6:00 a.m. and 11:00 p.m. shall not apply to children 16 years of age employed on nights preceding non-school days in occupations determined by rule of the Arkansas Department of Labor and Licensing to be sufficiently safe for their employment. Provided, however, that no boy or girl between the ages of 16 and 18 shall be subject to the provisions of this Act if:

(a) such boy or girl is a graduate of any high school, vocational school or technical school;

(b) such boy or girl is married or is a parent.

Act 647 of 1987 allows for the employment of children in the entertainment industry provided the child is issued an Entertainment Work Permit by the Director of Labor. **Child labor violations result in a civil money penalty of not less than $100.00 and not more than $5,000.00 for each violation.**

IF YOU HAVE QUESTIONS CONCERNING THE ARKANSAS MINIMUM WAGE LAW, TELEPHONE 682-4500.

WAGE COLLECTION ACT

The Wage Collection Act provides assistance to any employee in the collection of wages due him or her for work performed. Work performed shall include all or any work or service performed by any person employed for any period of time where the wages or salary or remunerations for such work or services are to be paid at stated intervals or at the termination of such employment, or for physical work actually performed by an independent contractor, provided that the amount in controversy does not exceed the sum of two thousand dollars ($2,000.00). Employees who need help in collecting wages due them should contact the Arkansas Labor Department and Licensing.

THIS POSTER CONTAINS ONLY A SUMMARY

Copies of the complete laws and administrative rules are available from the Department of Labor and Licensing.

ARKANSAS DEPARTMENT OF LABOR AND LICENSING
DIVISION OF LABOR
900 WEST CAPITOL SUITE 400
LITTLE ROCK, ARKANSAS 72205
PHONE (501) 682-4500
FAX (501) 682-4506
TDD (800) 285-1131

EMPLOYERS SUBJECT TO THE MINIMUM WAGE ACT ARE REQUIRED TO POST THIS NOTICE IN A CONSPICUOUS PLACE FOR ALL EMPLOYEES. 1/21

Notice to Employers / Employees

Your state has its own minimum wage law which requires posting a notice regarding the aspects of that law. Employers are still required to post the Federal Minimum Wage notice from the U.S. Dept. of Labor Fair Labor Standards Act in addition to this state posting. According to the Dept. of Labor; where Federal and state law have different minimum wage rates, the higher standard applies.

This Posting is for Informational Purposes Only

NOTICE TO EMPLOYEES HOW TO CLAIM UNEMPLOYMENT INSURANCE

Employees of _____

are covered by the Division of Workforce Services Law.

The Law provides Unemployment Benefits for unemployed workers and under certain conditions for those working only part time.

As a covered employee, your employer has contributed to or will reimburse the Arkansas Unemployment Trust Fund from which benefits are paid. **NO DEDUCTIONS CAN BE MADE FROM YOUR WAGES FOR THIS PURPOSE.** Be sure your employer has your correct Social Security Number.

A. If and when you know you are going to be out of work for a calendar week or more, **YOU SHOULD PROMPTLY:**

File a claim for benefits through the Division of Workforce Services.

We will try to help locate work for you both before benefit payments start and while they are being paid.

B. If you are attached to a regular employer, working less than full time due entirely to lack of work, you may be eligible for partial Unemployment Insurance Benefits.

In that case, claim partial benefits—**promptly**—by reporting the facts (dates, wages, employer). **Do not delay doing this.**

Our Local Office will answer questions and supply further information.

Full time Local Offices are situated in the following cities to provide services to Unemployment Insurance Claimants:

Conway	Forrest City	Hope	Little Rock	Paragould	Searcy
El Dorado	Fort Smith	Hot Springs	Mena	Pine Bluff	West Memphis
Fayetteville	Harrison	Jonesboro	Monticello	Russellville	

CAUTION: False statements to obtain benefits, concealment of material facts, or failure to report earnings for the purpose of obtaining or increasing Unemployment Insurance Payments, are violations of criminal laws and lead to prosecution.

ARKANSAS Division of WORKFORCE SERVICES

*** Servicios de interpretación/Traducción disponibles por medio de su oficina local. — Ewèr èrbel ia ukak ilujjen jeje im kenanan ilo ejaj ko ijo kwaj pād ie. — Các Dịch Vụ Thông Dịch/Phiên Dịch có sẵn qua văn phòng địa phương của quý vị. — สิ่งบริการแปลภาษาปากเปล่า/ล่ามที่มีบริการแบบพบหน้ากันแบบตรงๆ ผ่านทางสำนักงานในท้องถิ่นของคุณ *** — Interpretation/Translation services available through your local office. ***

(Rev. 1-07) v12052023

C0825

ARKANSAS

© 2025 ALLC

SP-AR-E

Employers: For additional information on our services, speak to your local sales associate or visit us at: www.adp.com

The ADP Logo is a registered trademark of ADP, Inc. All other products and marks are the property of their respective owners.

C0825 • 0825 • v23

Copyright © 2025 ADP, LLC. ALL RIGHTS RESERVED.
The ADP Logo, ADP, ADP Always Designing for People, and RUN Powered by ADP are registered trademarks of ADP, LLC.

ALLC 20250818

Compliance Date August 2025

Always Designing for People®