Virginia State Postings

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VIRGINIA

WORKERS' COMPENSATION NOTICE

Form VWC1

The employees of this business are covered by the Virginia Workers' Compensation Act. In case of injury by accident or notice of an occupational disease:

THE EMPLOYEE SHOULD:

1. Immediately give notice to the employer, in writing, of the injury or occupational disease and the date of accident or notice of the occupational disease.
2. Promptly give to the employer and to the Virginia Workers' Compensation Commission notice of any claim for compensation for the period of disability beyond the seventh day after the accident. In case of fatal injuries, notice must be given by one or more dependents of the deceased or by a person in their behalf.
3. In case of failure to reach an agreement with the employer in regard to compensation under the act, file application with the Commission for a hearing within two years of the date of accidental injury or first communication of the diagnosis of an occupational disease.

NOTE: The employer's report of accident is not the filing of a claim for the employee.

THE EMPLOYER SHOULD:

1. At the time of the accident, give the employee the names of at least three physicians from which the employee may select the treating physician.
2. Report the injury to the Commission through your carrier or directly to the Commission.
3. Accurately determine the employee's average weekly wage, including overtime, meals, uniforms, etc.

Questions may be answered by contacting the Commission. A booklet explaining the Workers' Compensation Act is available without cost from:

THE VIRGINIA WORKERS' COMPENSATION COMMISSION
333 E. Franklin St
Richmond, Virginia 23219
1-877-664-2566
www.workscomp.virginia.gov

Every employer within the operation of the Virginia Workers' Compensation Act MUST POST THIS NOTICE IN A CONSPICUOUS PLACE in his place of business.

Job Safety and Health Protection

Virginia Department of Labor and Industry

THE VIRGINIA OCCUPATIONAL SAFETY AND HEALTH (VOSH) LAW, BY AUTHORITY OF TITLE 40.1 OF THE LABOR LAWS OF VIRGINIA, PROVIDES JOB SAFETY AND HEALTH PROTECTION FOR WORKERS. THE PURPOSE OF THE LAW IS TO ASSURE SAFE AND HEALTHFUL WORKING CONDITIONS THROUGHOUT THE STATE. THE VIRGINIA SAFETY AND HEALTH CODES BOARD PROMULGATES AND ADOPTS JOB SAFETY AND HEALTH STANDARDS, AND EMPLOYERS AND EMPLOYEES ARE REQUIRED TO COMPLY WITH THESE STANDARDS. THESE STANDARDS MAY BE FOUND AT THE FOLLOWING WEB ADDRESS: https://doli.virginia.gov/regulatory_information/. YOU MAY ALSO CONTACT THE DEPARTMENT OF LABOR AND INDUSTRY OFFICES LISTED BELOW TO RECEIVE PRINTED COPIES OF THE VIRGINIA UNIQUE STANDARDS AND OBTAIN THE NAMES OF PUBLISHERS OF THE FEDERAL IDENTICAL STANDARDS.

Employers

Each employer shall furnish to each of his employees employment and a place of employment free from recognized hazards that are causing or are likely to cause death or serious harm to his employees, and shall comply with occupational safety and health standards issued under the law.

Employees

Each employee shall comply with all occupational safety and health standards, rules, regulations and orders issued under the Law that apply to his own actions and conduct on the job.

Inspection

The Law requires that a representative of the employer and a representative authorized by the employees be given an opportunity to accompany the VOSH inspector for the purpose of aiding the inspection.

Where there is no authorized employee representative, the VOSH inspector must consult with a reasonable number of employees concerning safety and health conditions in the workplace.

Citation

If upon inspection VOSH believes an employer has violated the Law, a citation alleging such violations will be issued to the employer. Each citation will specify a time period within which the alleged violation must be corrected.

The VOSH citation must be prominently displayed at or near the place of alleged violation for three days or until the violation is corrected, whichever is later, to warn employees of dangers that may exist there.

Proposed Penalty

The Law provides for mandatory penalties against private sector employers of up to $16,287 for each serious violation and for optional penalties of up to $16,287 for each other-than-serious violation. Penalties of up to $16,287 per day may be proposed for failure to correct violations within the proposed time period. Also, any employer who willfully or repeatedly violates the Law may be assessed penalties of up to $162,849 for each such violation.

Public Sector employers, all departments, agencies, institutions or other political subdivisions of the Commonwealth, are subject to the penalty provisions of 16VAC 25-60-260.

Criminal penalties are also provided for in the Law. Any willful violation resulting in the death of an employee is punishable, upon conviction, by a fine of not more than $70,000 or by imprisonment for not more than six months, or by both. Subsequent conviction of an employer after a first conviction doubles these maximum penalties.

Complaint

Employees or their representatives have the right to file a complaint with the nearest VOSH office requesting an inspection if they believe unsafe or unhealthy conditions exist in their workplace. VOSH will withhold, on request, names of employees filing complaints. Complaints may be made at the Department of Labor and Industry addresses shown below.

Discrimination

It is illegal to retaliate against an employee for using any of their right under the law, including raising a safety or health concern with the employer or VOSH, or reporting a work-related injury or illness.

An employee who believes they have been discriminated against for exercising their rights under the Law, may file a complaint with the Commissioner of the Virginia Department of Labor and Industry within 60 days of the alleged discrimination.

CASPA

Complaints about State Plan Administration: Any person may complain to the Regional Administrator of OSHA (address below) concerning the Administration of the State Safety and Health Program.

State Coverage

The VOSH program shall apply to all public and private sector businesses in the State except for Federal agencies, businesses under the Atomic Energy Act, railroad rolling stock and tracks, certain Federal enclaves, and businesses covered by the Federal Maritime jurisdiction.

Voluntary Activity

Voluntary efforts by the employer to assure its workplace is in compliance with the Law are encouraged. Voluntary Safety and Health Consultation and Training Programs exist to assist employers. These services may be obtained by contacting the Virginia Department of Labor and Industry addresses

Recordkeeping

Employers now have a new system for tracking workplace injuries and illnesses. OSHA's new recordkeeping log (Form 300) is simpler to understand and use. Using a question and answer format, the revised recordkeeping rule provides guidance for recording occupational injuries and illnesses and explains how to classify specific cases. Smaller employers (10 or fewer employees) are exempt from most requirements. To see if your industry is partially exempt, visit the OSHA Website at **www.osha.gov/recordkeeping/pub3169text.html**.

Accident Reporting

All fatalities must be reported to VOSH within eight (8) hours. All injuries or illnesses that result in an in-patient hospitalization, amputation or loss of an eye must be reported to VOSH within twenty-four (24) hours. Failure to report may result in significant monetary penalties.

VIRGINIA DEPARTMENT OF LABOR AND INDUSTRY

Brookfield Place
6606 West Broad St, Suite 500
Richmond, Virginia 23230
VOICE (804) 371 -2327
FAX (804) 371 –6524

www.doli.virginia.gov

U.S. Department of Labor
OSHA Regional Administrator
The Curtis Center, STE 740 West
170 South Independence Mall West
Philadelphia, PA 19106-3309
(215) 861-4900

OCCUPATIONAL SAFETY AND HEALTH OFFICE LOCATIONS

Headquarters
Brookfield Place
6606 West Broad St, Suite 500
Richmond, Virginia 23230
(804) 371-2327

Central Virginia/Richmond
North Run Business Park
1570 East Parham Road
Richmond, VA 23228
(804) 371-3104

Northern Virginia/Manassas
9400 Innovation Drive, Suite 120,
Manassas, VA 20110.
(703) 392-0900

Tidewater/Norfolk
6363 Center Drive
Building 6, Suite 101
Norfolk, VA 23502
(757) 455-0891

Southwest/Roanoke
Brammer Village
3013 Peters Creek Road
Roanoke, VA 24019
(540) 562-3580

Abingdon
The Johnson Center
469 East Main Street, Suite 114,
Abingdon, VA 24210
(276) 676-5465

Lynchburg
3704 Old Forest Road
Suite B
Lynchburg, VA 24501
(434) 385-0806

Verona
P.O. Box 772
201 Lee Highway
Verona, VA 24482
(540) 248-9280

August 2025

VIRGINIA DEPARTMENT OF LABOR AND INDUSTRY | **Gary G. Pan Commissioner** | **VIRGINIA SAFETY AND HEALTH CODES BOARD**

EMPLOYERS: THIS POSTER MUST BE DISPLAYED IN A PROMINENT PLACE IN THE ESTABLISHMENT TO WHICH YOUR EMPLOYEES NORMALLY REPORT TO WORK.

Did you know Virginia has an income tax credit for low-income, working individuals and families?

Two ways to increase your income:

- The Federal Earned Income Tax Credit
- The Virginia Credit for Low Income Individuals

Could you be eligible?

FIND OUT IF YOU QUALIFY
for the Commonwealth of Virginia income tax credit today!
Visit the Low Income Individuals Credit page on the Virginia Tax site:
www.tax.virginia.gov/low-income-individuals-credit

Call the **Virginia Department of Taxation** at:
(804) 367-8031, PAY-VTAX at: **(804) 339-1307** or visit: **www.tax.virginia.gov**

Virginia Human Rights Act

Code of Virginia - Title 2.2, Chapter 39

It is the policy of the Commonwealth of Virginia to:

Safeguard all individuals within the Commonwealth from unlawful discrimination because of race, color, religion, ethnic or national origin, sex, pregnancy, childbirth or related medical conditions, age, marital status, sexual orientation, gender identity, military status, or disability in employment, places of public accommodation, including educational institutions, in real estate transactions; preserve the public safety, health and general welfare; and further the interests, rights and privileges of individuals within the Commonwealth; and protect citizens of the Commonwealth against unfounded charges of unlawful discrimination.

Unlawful Discriminatory Practice Defined

Conduct that violates any Virginia or federal statute or regulation governing discrimination is an unlawful discriminatory practice under the Virginia Human Rights Act.

Complaints may be filed with:

OFFICE OF THE ATTORNEY GENERAL
Office of Civil Rights
202 North 9th Street
Richmond, Virginia 23219

www.oag.state.va.us
CivilRights@oag.state.va.us
P: (804) 225-2292;
F: (804) 225-3294

Virginia Human Rights Act Reasonable Accommodations for Pregnancy

Protections from Discrimination – Va. Code § 2.2-3909

Effective July 1, 2020, employers with five or more employees for a 20-week period in the current or preceding year must provide reasonable accommodations for pregnancy, childbirth or related medical conditions, including lactation, unless the accommodation would impose an undue hardship. Employers also may not, in response to a request for a reasonable accommodation for pregnancy:

- take adverse actions against an employee;
- deny employment or promotions; or
- require an employee to take leave if another reasonable accommodation can be provided.

Reasonable Accommodations

Examples of reasonable accommodations include more frequent or longer bathroom breaks, breaks to express breast milk, access to a private location other than a bathroom for the expression of breast milk, acquisition or modification of equipment or access to or modification of employee seating, a temporary transfer to a less strenuous or hazardous position, assistance with manual labor, job restructuring, a modified work schedule, light duty assignments, and leave to recover from childbirth.

Interactive Process

When an employee requests an accommodation, employers must engage in a timely, good faith interactive process with the employee to determine if the requested accommodation is reasonable and, if not, discuss alternative reasonable accommodations that may be provided.

Complaints

Any person who believes they were discriminated against on this basis may file a complaint with the Office of Civil Rights or seek relief by filing a civil action in state court.

OFFICE OF THE ATTORNEY GENERAL
Office of Civil Rights
202 North 9th Street
Richmond, Virginia 23219
www.ag.virginia.gov
CivilRights@oag.state.va.us
P: (804) 225-2292; F: (804) 225-3294

RESOURCES FOR VIRGINIA VETERANS

Virginia Department of Veterans Services
DOLI

The following resources are available at no cost to aid Virginia's veterans.

www.dvs.virginia.gov

SCAN ME

Education, Transition, Employment

• Veterans Education, Transiten and Employment

VETE ensures that every Veteran or eligible person has a full and fair opportunity to reach his or her fullest potential through access to G.I. Bill approved post-secondary education, training/licensure/ certifications, career preparation and workforce entry services.

Phone: 1-877-285-1299
Email: v3transition@dvs.virginia.gov

Mental Health/Substance

• Virginia Veteran and Family Support Program

WFS provides resource referrals, care coordination, and supportive services to Virginia Veterans, National Guard, Armed Forces Reserves, family members and caregivers.

Phone: 1-877-285-1299

Tax Benefits

• Virginia Tax

Phone: (804) 367-8031 • www.tax.virginia.gov

Benefits Services

• Benefits

Connects Virginia Veterans to benefits and services they have earned including health, disability, compensation, pensions, disability claims appeals, and others.

Schedule an appointment at: www.vesa.dvs.virginia.gov

Legal Services

• Office of the Attorney General Legal Resources
www.oag.state.va.us

• Virginia Lawyer Referral Service (State Bar)
www.vlrs.community.lawyer

Unemployment Benefits

• Virginia Employment Commission

Phone: 1-866-832-2363 • www.vec.virginia.gov

U.S. Department of Veterans Affairs Veterans Crisis

Call 988, press 1 or text 838255

All calls and texts are free and confidential.

www.veteranscrisisline.net

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NOTICE TO WORKERS

Unemployment Insurance (UI) benefits are available to workers who are unemployed and who meet the requirements of Virginia UI eligibility laws. You may file a UI claim in the first week that employment stops or work hours are reduced.

YOU MAY APPLY FOR UNEMPLOYMENT INSURANCE BENEFITS IF:

- You are totally unemployed.
- You are working reduced wages or hours.

YOU WILL NEED TO PROVIDE:

- Your full legal name
- Your Social Security Number
- Your authorization to work (if you are not a US Citizen or resident)

IF TOTALLY UNEMPLOYED, ON A TEMPORARY LAYOFF, OR IF WORKING REDUCED HOURS:

The first week you are unemployed, register for work, and file a claim for benefits. You can file your claim online at www.vec.virginia.gov or by calling our Customer Contact Center at 1-866-832-2363. Register for work online at www.vawc.virginia.gov.

TO BE ELIGIBLE FOR BENEFITS, THE LAW REQUIRES THAT YOU:

- File a claim with the Virginia Employment Commission.
- Have earned sufficient wages from employers who are subject to the Virginia Unemployment Compensation Act or any other State within your Base Period.
- Must be unemployed through no fault of your own.
- Must be able and available for work and actively searching for work.
- Continue to report as instructed by the Virginia Employment Commission.

You cannot be paid unemployment benefits until you have filed your claim and have met all eligibility requirements. You should file your claim as soon as you become unemployed, or your hours are reduced. If you have any questions about your rights and responsibilities under the Virginia Unemployment Compensation Act, visit website www.vec.virginia.gov or call our Customer Contact Center at 1-866-832-2363.

THE LAW REQUIRES EMPLOYERS TO POST THIS NOTICE IN A PLACE VISIBLE TO All WORKERS.

EMPLOYERS MUST ALSO PROVIDE A COPY OF THIS NOTICE TO EACH WORKER AT THE TIME OF SEPARATION FROM EMPLOYMENT (42 USC, §1103 (b)(2)).

An Equal Opportunity Employer/Program
Auxiliary aids and services are available upon request to individuals with disabilities. Please call 866-832-2363 or Email: translation@vec.virginia.gov for Language Access/Assistance.

This notice is available in Spanish. Direct requests to:
Employer Accounts
P.O. Box 26441
Richmond, VA 23261-6441

VIRGINIA HUMAN RIGHTS ACT

REASONABLE ACCOMMODATIONS FOR DISABILITY

Protections from Discrimination – Va. Code § 2.2-3905.1

Effective July 1, 2021, employers with more than five employees for a 20-week period in the current or preceding year must provide reasonable accommodations for otherwise qualified persons with disabilities if necessary to assist such person in performing a particular job, unless the accommodation would impose an undue hardship on the employer. "Person with a disability" means any person who has a physical or mental impairment that substantially limits one or more of her major life activities or who has a record of such impairment. Employers also may not, in response to a request for a reasonable accommodation for disability:

- take adverse actions against an employee;
- deny employment or promotions; or
- require an employee to take leave if another reasonable accommodation can be provided.

Reasonable Accommodations

Examples of reasonable accommodations include modifying work policies, permitting the use of leave, reassignment to a vacant position, acquisition or modification of equipment, assistance with manual labor, job restructuring, a modified work schedule, and light duty assignments.

Interactive Process

When an employee requests an accommodation, employers must engage in a timely, good faith interactive process with the employee to determine if the requested accommodation is reasonable and, if not, discuss alternative reasonable accommodations that may be provided.

Complaints

Any person who believes they were discriminated against on this basis may file a complaint with the Office of Civil Rights.

OFFICE OF THE ATTORNEY GENERAL
Office of Civil Rights
202 North 9th Street Richmond, Virginia 23219
www.ag.virginia.gov civilrights@oag.state.va.us
P: (804) 225-2292; F: (804) 225-3294

Notice of the Average Weekly Wage for 2026

Pursuant to Va. Code § 40.1-28.7:8, the term "low-wage employee" as applied to covenants not to compete has been calculated by the Virginia Department of Workforce Development and Advancement to include all employees who earn an average of less than $1,307.01 per week. "Low-wage employee" also includes an individual who has independently contracted with another person to perform services independent of an employment relationship and who is compensated for such services by such person at an hourly rate that is less than the median hourly wage for the Commonwealth for all occupations as reported, for the preceding year, by the Bureau of Labor Statistics of the U.S. Department of Labor.

Effective July 1, 2025, a "low-wage employee" also includes an employee who, regardless of average weekly earnings, is entitled to overtime compensation under the provisions of the Fair Labor Standards Act for any hours worked in excess of 40 hours in any one workweek.

Any employer who enters into, enforces, or threatens to enforce a covenant not to compete with any low-wage employee as defined by the statute will be in violation of the statute, and subject to a suit for damages, attorneys' fees, and liquidated damages, and civil monetary penalties assessed by the Commissioner.

Additionally, the section contains a posting requirement for employers which advises,

"Every employer shall post a copy of this section or a summary approved by the Department in the same location where other employee notices required by state or federal law are posted." Posting a copy of the Code will meet the requirements for notice to employees required under the law.

For any questions about current wage rates or requirements under the law, please contact the Department's Division of Labor & Employment Law at laborlaw@doli.virginia.gov.

Virginia Minimum Wage Act

MINIMUM WAGE $12.77 PER HOUR

EFFECTIVE JANUARY 1, 2026

As required by law, effective January 1, 2026, the adjusted state hourly minimum wage has been established at $12.77 per hour. This change is based on a calculation that includes the previous minimum wage rate ($12.41 per hour) and the annual change in the Consumer Price Index (CPI-U) for 2024.

Annual adjustments to the Virginia minimum wage rate will continue in future years using the same methodology.

BUSINESS SIZE

The Virginia Minimum Wage Act does not exempt employees based on the size of their employer.

All employees must be paid at a rate not less than $12.77 per hour if they are not otherwise exempt under the Act.

TIPPED EMPLOYEES

Under the "tip credit" provisions of the Fair Labor Standards Act, tipped employees (those who regularly receive more than $30.00 a month in tips) may be paid at the tipped minimum wage of $2.13 per hour. However, an employee's hourly wages plus tips **must** meet the Virginia minimum wage rate of $12.77 per hour. If they do not, an employer must pay the difference to an employee so that they earn **at least** $12.77 per hour.

Questions? Contact DOLI's
Division of Labor and Employment Law:
(804) 786-2706 • laborlaw@doli.virginia.gov
www.doli.virginia.gov

REV 12/2025

DOLI VIRGINIA DEPARTMENT OF LABOR AND INDUSTRY

Life's a little easier with EITC

EITC provides a boost to help pay your bills or save for a rainy day.

EITC is for people who work for someone else or own or run a business or a farm. To qualify, you must have low to mid income and meet the following rules.

To qualify, you and your spouse (if filing a joint return):

- Generally must be a U.S. citizen or resident alien all year
- Must have earned income
- Must have a Social Security number that is valid for employment issued on or before the due date of the return (including extensions)
- Cannot have investment income, such as interest income, over a certain amount
- Must have a qualifying child and meet other requirements if you are married but not filing a joint return
- May not be a qualifying child of another person
- May not file Form 2555 (related to foreign earned income)

You must also have a qualifying child or if you do not have a qualifying child:

- You or your spouse (if filing a joint return) must be at least age 25 but under age 65.
- You and your spouse (if filing a joint return) must live in the United States* for more than half the year, and
- You and your spouse (if filing a joint return) must not qualify as a dependent of another person.

To claim the EITC, you have to file a federal tax return even if you owe no tax and are not required to file. File your tax return as soon as you have all the information you need about how much you earned. However, refunds for returns claiming the EITC can't be issued before mid-February. This delay applies to the entire refund, not just the portion associated with the EITC.

Do you want help with the EITC?

- Go to **www.irs.gov/eitc** for free information and to check out the interactive EITC Assistant to see if you qualify for the credit and estimate the amount of your EITC.
- Visit a Volunteer Income Tax Assistance (VITA) site for free tax help and preparation. Go to **www.irs.gov/VITA** or call 1-800-906-9887 to find a site.
- Use FreeFile at **www.irs.gov/FreeFile** for free online filing through commercially available tax preparation software.

Errors on the tax return can cause a delay in processing your claim for the tax credits.

* U.S. military personnel on extended active duty outside the United States are considered to live in the United States while on active duty.

Just imagine what you could do with the EITC.

El *EITC* proporciona un incentivo para ayudar a pagar sus facturas o ahorrar para los tiempos difíciles.

El *EITC* es para las personas que trabajan para alguien más o son dueños o dirigen un negocio o una granja. Para tener derecho, usted debe tener ingresos bajos a medios y cumplir con las siguientes reglas.

Para calificar, usted y su cónyuge (si presentan una declaración conjunta):

- Por lo general, tienen que ser ciudadanos estadounidenses o extranjeros residentes de los Estados Unidos todo el año
- Tienen que tener ingresos de trabajo
- Tienen que tener un número de Seguro Social válido para el empleo, emitido en la fecha de vencimiento de la declaración (incluidas las prórrogas), o antes
- No pueden tener ingresos de inversión, como ingresos de intereses, que superen cierta cantidad
- Deben tener un hijo calificado y cumplir otros requisitos si están casados pero no presentan una declaración conjunta
- No pueden ser un hijo calificado de otra persona
- No pueden presentar el Formulario 2555 (relacionado con los ingresos ganados en el extranjero)

Usted también tiene que tener un hijo calificado o si no tiene un hijo calificado:

- Usted o su cónyuge (si presentan una declaración conjunta) deben tener al menos 25 años de edad, pero menos de 65 años de edad al final del año.
- Su vivienda y la de su cónyuge (si presentan una declaración conjunta) debe haber estado en los Estados Unidos* por más de la mitad del año y
- Usted no puede ser el dependiente o hijo calificado de otra persona.

Para reclamar el *EITC*, usted tiene que presentar una declaración del impuesto federal, aún si no adeuda impuestos y no tiene el requisito de presentar una declaración. Presente su declaración de impuestos tan pronto como tenga toda la información que necesita sobre cuánto ganó. No obstante, los reembolsos de las declaraciones en las que se reclama el *EITC* no se pueden emitir antes de mediados de febrero. Esta demora se aplica al reembolso total, no sólo a la parte asociada al *EITC*.

¿Desea ayuda con el *EITC*?

- Visite **www.irs.gov/eitc** para obtener información gratuita y consultar el asistente *EITC* interactivo para ver si califica para el crédito y estimar la cantidad de su *EITC*.
- Visite un sitio de Asistencia Voluntaria al Contribuyente con los impuestos sobre los ingresos (sitio, por sus siglas en inglés). Visite **www.irs.gov/VITA** o llame al 1-800-906-9887 para encontrar un sitio.
- Utilice *FreeFile* en **www.irs.gov/FreeFile** para la presentación gratuita en línea a través de software de preparación de impuestos, disponible comercialmente.

Los errores en la declaración de impuestos pueden causar un retraso en el trámite de su reclamación de los créditos tributarios.

* El personal militar de los *EE. UU.* en servicio activo prolongado fuera de los Estados Unidos se consideran que vive en los Estados Unidos mientras está en servicio activo.

Sólo limpie lo que podría hacer con el *EITC*.

EITC Department of the Treasury Internal Revenue Service www.irs.gov (Rev. 1-2025)

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VIRGINIA

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

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ALLC 20260213

Compliance Date January 2026

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