

Free employers' compliance assistance forum. . .

Wednesday, June 18, 2008

8:30 a.m. - 12:45 p.m.

University of New Orleans
Research and Technology
Park Foundation
Lindy C. Boggs International
Conference Center
2045 Lakeshore Dr
New Orleans, LA 70122

Schedule

8:00 a.m.	Registration
8:30 to 9:15 a.m.	Overview of DOL Agencies
9:30 to 11:00 a.m.	1 st Workshop Session
11:00 to 11:15 a.m.	Break
11:15 to 12:45 p.m.	2 nd Workshop Session

See inside for available workshops. . .

Seating is limited --
REGISTER TODAY!

DOL Employer Forum

The U.S. Department of Labor (DOL), in partnership with the University of New Orleans, would like to invite you to attend this free informational forum. The event will include an introduction and overview from several DOL agencies, followed by 90-minute workshop sessions to assist employers and answer questions regarding workplace laws administered by DOL.

Employers interested in attending should complete and return the enclosed registration form and return it by May 16, 2008. Select from several workshops which will run concurrently at 9:30 a.m. and 11:15 a.m. (see inside). Participants can attend one workshop per time period.

Employers may have more than one representative attend; however, each person must complete a registration form indicating workshop preferences. Attendance is free. Space will be limited to the first 200 registrants.

For more information, you may contact Dana Friday by email at: Friday.dana@dol.gov or by phone at: 972-850-2632.

A FREE EVENT

2008 DOL Employer Forum - New Orleans



**How to Do It
Right the First
Time**
*Compliance. . . the
Easy Way*



Sponsored by the
U.S. Department of
Labor
and the University
of New Orleans

Available Workshops

Office of Federal Contract Compliance Programs (OFCCP)

9:30 a.m. & 11:15 a.m.

The OFCCP will provide compliance assistance on “Best Practices” taken from compliance evaluations conducted during 2007 and 2008. The session will focus on essential aspects of the equal opportunity program including areas where contractors appear most vulnerable, to include recordkeeping, Internet Applicant Guidelines, adverse impact, and testing. There will be examples and scenarios taken from actual cases. The presentation will also include policy updates on scheduling, compensation, the Vietnam Era Veterans Readjustment Assistance Act (VEVRAA) Final Rule at 41 CFR 60-300, compliance assistance and more.

Employee Benefits Security Administration (EBSA)

9:30 a.m. & 11:15 a.m.

Getting It Right- ERISA Regulation of Health Plans- EBSA will provide tips on health plan administration including information to understand the application of ERISA's fiduciary responsibilities related to health plans, HIPAA's Portability and Accountability provisions and COBRA. Benefits Advisors will also be available to answer questions.

Occupational Safety and Health Administration (OSHA)

9:30 a.m. & 11:15 a.m.

This session will provide a process for developing and implementing an effective safety and health program; a description of OSHA compliance assistance resources; a brief overview of the Site Specific Targeting program; and a rare opportunity to exchange ideas with other employers and safety and health professionals. Additionally, OSHA will introduce and discuss a new tool that should benefit every small employer.

Women's Bureau

9:30 a.m. only

The Women's Bureau conducts demonstration projects to promote an environment that is responsive to the demands and challenges of the 21st Century workforce. Under our Strengthening the Family initiatives – Better Jobs! Better Earnings! Better Living! – we will present information on two programs companies can implement that will help their employees be more productive by giving them the tools to better handle their time and money.

Wage and Hour Division (WHD)

The Wage and Hour Division (WHD) will provide compliance assistance on the Fair Labor Standards Act (FLSA), the Davis Bacon Act, and Service Contract Act. You may choose from FOUR workshops.

Employment Relationship under the FLSA

9:30 a.m.

This workshop will provide information to assist employers in determining whether individuals are employees under the FLSA or independent contractors. Factors used for making this determination will be discussed.

Government Contracts

9:30 a.m.

The [Davis-Bacon and Related Acts](#), which require payment of prevailing wage rates and fringe benefits on federally-financed or assisted construction and the [Service Contract Act](#), which requires payment of prevailing wage rates and fringe benefits on contracts to provide services to the federal government.

Hours Worked under the FLSA

11:15 a.m.

This workshop will provide information to determine when time is considered hours worked, or compensable work time. Examples will be provided and problem areas will be identified.

Youth Employment under the FLSA

11:15 a.m.

This workshop will provide information regarding the employment of minor employees. Areas for discussion include restrictions on employing workers 18 years of age and younger, hours and types of work performed.

Veterans' Employment Training Service (VETS)

9:30 a.m. & 11:15 a.m.

This session will provide an understanding of your rights and responsibilities as an employer under the Uniformed Services Employment and Reemployment Rights Act (USERRA) that guarantees veteran reemployment, employment rights for reservists, guardsmen and returning active duty personnel; an overview of the Jobs for Veterans Act; and DOL grants to the states for veterans' employment and training.

Registration Form

U.S. Department of Labor Employer Forum

How to Do It Right the First Time Compliance... The Easy Way

Check your preference for the 9:30 a.m. workshops and/or your preference for the 11:15 a.m. workshops below. You may fax or email the completed form attention Dana Friday @ 972-850-2601 or email to Friday.Dana@dol.gov. For questions you may email or contact Dana Friday by telephone @ 972-850-2632.

Email or Fax this portion only:

Name	Position
Name of Company	Address
City, State & Zip	Telephone/Fax number
E-mail Address	

9:30 a.m. Workshop (Check one)

- EBSA
- Wage & Hour – Employment Relationship under the FLSA
- Wage & Hour – Davis Bacon and Related Acts & Service Contract Act
- OSHA
- OFCCP
- VETS
- WB

11:15 a.m. Workshop (Check one)

- EBSA
- Wage & Hour – Hours Worked under the FLSA
- Wage & Hour – Youth Employment under the FLSA
- OSHA
- OFCCP
- VETS

DOL will need each employer's response no later than May 16, 2008.