



# UNITED STATES DEPARTMENT OF LABOR

## INFORMATIONAL AND OUTREACH FORUM - HOW TO DO IT RIGHT THE FIRST TIME

### COMPLIANCE... WE CAN HELP!

The U.S. Department of Labor (DOL), in partnership with the New Orleans Job Corps Center, would like to invite you to attend this free informational and outreach forum. The event will include an introduction and overview from several DOL agencies regarding their missions, responsibilities and functions. These presentations will be followed by 90-minute workshops designed to assist supply and service contractors, community-based organizations, and others in gaining knowledge about workplace laws and regulations administered by DOL. The sessions will provide answers to many frequently asked questions by contractors and the community. The Forum is a must attend event for all groups.

Pre-registration is required by June 20, 2014 and seats are allocated based on a first-come basis. We ask that you make every effort to attend the workshop once you register or send an alternate. Late registrations will be accepted based upon availability. Please act quickly to reserve your spot! Select your workshop preferences below.

#### 9:00 AM Workshops (select only one in this time slot)

Presented by OFCCP, WHD & OSHA - This seminar responds to a new DOL initiative targeting first time construction contractors or any other construction contractors. Federal funds have been allocated to improve the infrastructure of our states including the building and repair of roads and bridges. The OFCCP, WHD and OSHA have an obligation to ensure that Federal construction contractors receiving these funds comply with Federal labor laws. This session will address each Agency's mission and authority that enforces Federal construction guidelines and regulations. The OFCCP will explain the requirements and processes involved in an OFCCP audit; the WHD will discuss the requirement of the Davis Bacon and Related Acts; and OSHA will discuss how to implement an effective health and safety program. Participants can have their specific questions answered by the experts.

Presented by the Office of Federal Contract Compliance Programs - The Office of Federal Contract Compliance Programs (OFCCP) changes to the regulations that cover individuals with disabilities and veterans went into effect March 24, 2014. These changes strengthen the affirmative action provisions for both groups. This seminar will highlight the major changes to Section 503 and VEVRAA and will provide contractors an understanding of how these changes will affect their daily personnel functions and reporting requirements with OFCCP.

Presented by the Employee Benefits Security Administration - As you are aware it is important that plan sponsors of group health plans keep current on changes to the law in order to meet their responsibilities regarding these plans. EBSA administers many provisions of the Employee Retirement Income Security Act of 1974 (ERISA) which sets standards of conduct for those who manage an employee benefit plan. If you are an employer, third party administrator, or a carrier, this workshop will provide you with practical information, helpful tips, and clarification regarding health benefits laws.

Presented by the Wage and Hour Division - Fair Labor Standards Act (FLSA): This workshop will cover an employer's requirements under the FLSA, with an emphasis on the employment relationship and hours worked. The FLSA establishes minimum wage, overtime pay, recordkeeping, and child labor standards. The statute affects most workers in public and private sector.

Presented by the Veterans' Employment Training Service - This session will provide an overview of the Jobs for Veterans Act; DOL grants to the states for veterans' employment and training; benefits of hiring veterans; and, an understanding of your rights and responsibilities as an employer under the Uniformed Services Employment and Reemployment Rights Act (USERRA).

#### 10:40 AM Workshops (select only one in this time slot)

Presented by the Office of Federal Contract Compliance Programs - The Office of Federal Contract Compliance Programs (OFCCP) changes to the regulations that cover individuals with disabilities and veterans went into effect March 24, 2014. These changes strengthen the affirmative action provisions for both groups. This seminar will highlight the major changes to Section 503 and VEVRAA and will provide contractors an understanding of how these changes will affect their daily personnel functions and reporting requirements with OFCCP.

Presented by the Employee Benefits Security Administration - As you are aware it is important that plan sponsors of group health plans keep current on changes to the law in order to meet their responsibilities regarding these plans. EBSA administers many provisions of the Employee Retirement Income Security Act of 1974 (ERISA) which sets standards of conduct for those who manage an employee benefit plan. If you are an employer, third party administrator, or a carrier, this workshop will provide you with practical information, helpful tips, and clarification regarding health benefits laws.

Presented by the Wage and Hour Division - Employee versus Independent Contractor: This workshop will cover employment relationship under the Fair Labor Standards Act (FLSA) and provide the requirements of properly classifying workers as employees or independent contractors.

Presented by the Occupational Safety and Health Administration - This session will provide a step-by-step 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.

DOL representatives will be onsite to address your specific questions.

- One-on-one assistance requested.
- Individuals with disabilities who need special accommodations please check here.
- The attendees list will be available on request. Please check here if you do not want your name shared.

**WHEN:** June 27, 2014; 8-12 PM CDT

**WHERE:** New Orleans Job Corps Center  
8825 Airline Highway  
New Orleans, LA 70118

**COST:** The workshops and all published materials provided are free!

**REGISTRATION:** Fax this form to (504) 589-6064 or email to [woods.rachel@dol.gov](mailto:woods.rachel@dol.gov)

**FOR MORE INFORMATION:** Telephone Rachel Woods at (504) 589-6575

## WORKSHOP REGISTRATION FORM

<b>NAME:</b>	<b>TITLE:</b>	<b>COMPANY AND/OR ASSOCIATION:</b>
<b>ADDRESS:</b>	<b>TELEPHONE/FAX NUMBER:</b>	<b>EMAIL ADDRESS:</b>