

Free Compliance Assistance  
Forum for employers,  
contractors, community based  
organizations, and advocacy  
groups. . .

**Friday, June 17, 2016**

8:50 a.m. - 12:50 p.m.

Worcester State University  
486 Chandler Street  
Worcester, MA 01602  
May Street Building #22  
Parking in Visitor and Student  
Parking Lot D

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Schedule

8:15 a.m.	Registration
8:50 a.m.	Overview of DOL Agencies
9:30 to 10:30 a.m.	1 <sup>st</sup> Workshop
10:30 to 10:40 a.m.	Break
10:40 to 11:40 a.m.	2 <sup>nd</sup> Workshop
11:40 to 11:50 a.m.	Break
11:50 to 12:50 p.m.	3 <sup>rd</sup> Workshop

**Seating is limited --  
REGISTER TODAY!**

## U.S. Department of Labor Informational & Outreach Forum

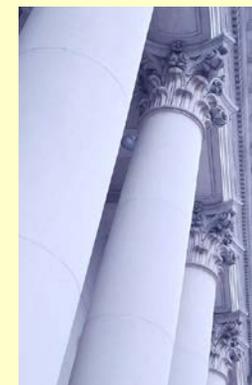
The U.S. Department of Labor (DOL) would like to invite you to attend this free informational and outreach forum. The event will include an introduction and overview from several DOL agencies regarding their missions, responsibilities and functions. These presentations will be followed by 60-minute workshops designed to assist employers, 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. The Forum is a must attend event for all groups.

Anyone interested in attending should complete and return the enclosed registration form by June 14, 2016. You may select from several workshops that will run concurrently at 9:30 a.m., 10:40 a.m., and 11:50 a.m. (see inside). Participants can attend one workshop per time period.

Employers and advocacy groups 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 on a first come first served basis.

For more information, you may contact us by email at [ebsa.boston@dol.gov](mailto:ebsa.boston@dol.gov). Please put "ATTN: Employer Forum" in the subject line.

**A FREE EVENT**



**How to Do It  
Right the First  
Time**  
*Compliance. . .  
We Can Help!*



Sponsored by the  
U.S. Department of  
Labor

2016 DOL Informational and Outreach Forum - Worcester

## Available Workshops

### **Bureau of Labor Statistics (BLS)**

**9:30 a.m. only**

The National Compensation Survey: This workshop will provide information on the National Compensation Survey (NCS) program of the BLS and the three main components of that program: the Employment Cost Index (ECI), Employer Costs for Employee Compensation (ECEC), and the Employee Benefits Survey (EBS). The background of each of these programs will be described and national and local data will be discussed.

### **Employee Benefits Security Administration (EBSA)**

**9:30 a.m. only**

Fiduciary Education: Strong fiduciary oversight and protecting workers' benefits is one of the highest priorities of the U.S. Department of Labor. However, we recognize that understanding and complying with ERISA can be challenging for any employer, but especially so for small and medium sized employers with limited time, resources and/or access to professional assistance. This workshop will help you understand your fiduciary responsibilities.

### **Employee Benefits Security Administration (EBSA)**

**9:30 and 11:50 a.m.**

Health Law Compliance: This workshop will help you comply with the Affordable Care Act as it applies to employer-sponsored group health plans. We recognize that understanding and complying with DOL regulations can be challenging, especially for small and medium sized employers with limited time, resources, or access to professional assistance. This workshop will provide practical information, helpful tips and clarification regarding the Affordable Care Act.

### **Employee Benefits Security Administration (EBSA)**

**11:50 a.m. only**

Choosing a Retirement Solution for your Small Business: Starting a small business retirement savings plan can be easier than most business people think. No matter what size business you own, a retirement plan can help you gain tax advantages and attract and retain great people. By choosing the right plan for your business you will find that meeting both the costs and the requirements may well be within your reach. Join EBSA's break-out session and learn the advantages and disadvantages of the different types of retirement plans that a business may offer.

### **Employee Benefits Security Administration (EBSA)**

**10:40 a.m. only**

Voluntary Fiduciary Correction Program (VFCP): Learn how to correct fiduciary violations under the Employee Retirement Income Security Act. This workshop will teach you how to apply and get approved. You'll receive instructions on how to make corrections and use this program. Learn if you are eligible for relief of IRS excise taxes and how you might pay your plan the amount you would otherwise owe in excise tax.

### **Employee Benefits Security Administration (EBSA)**

**11:50 a.m. only**

Savings Fitness: This workshop will assist you in preparing for your own retirement as well as in educating your employees about the importance of saving. We will show you how to set short and long term financial goals, calculate net worth, and estimate how much you need to save for retirement.

### **Occupational Safety and Health Administration (OSHA)**

**10:40 a.m. only**

Whistleblower Protections: This workshop will describe ways to improve the fairness, efficiency, effectiveness and transparency of OSHA's Whistleblower protections and activities.

### **Office of Federal Contract Compliance Programs (OFCCP)**

**9:30 a.m. only**

Agency Overview: An introductory session to OFCCP, an enforcement agency of DOL. You will learn the agency's mission, laws it enforces, and how the laws are enforced. It is an opportunity to learn more about the agency and ask questions. This session is for those unfamiliar with OFCCP, as well as those who may have more questions about their responsibilities under agency regulations at Title 41, Chapter 60 of the Code of Federal Regulations.

### **Office of Federal Contract Compliance Programs (OFCCP)**

**10:40 a.m. only**

Work Place Rights: The purpose of this presentation is to provide an overview of the laws that OFCCP enforces to protect against workplace discrimination. We will also discuss how to recognize discrimination as well what you can do if you believe you are a victim of workplace discrimination. The information contained in this presentation is consistent with our regulations at Title 41, Chapter 60 of the Code of Federal Regulations.

### **Women's Bureau (WB)**

**10:40 a.m. only**

Work-Family Needs of Today's Workforce: More dads are interested in taking paternity leave; more employees have needs to intermittently care for aging parents and spouses. Studies show that paid leave increases employee morale, lowers turnover and retraining costs, and is good for a company's bottom line. Several states including Rhode Island have passed paid leave legislation. Come discuss with other employers your organization's experience with paid or unpaid leaves and your thoughts on the topic.

### **Wage and Hour Division (WHD)**

**9:30 and 11:50 a.m.**

Fair Labor Standards Act (FLSA): WHD will provide a compliance workshop on the FLSA covering 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 the public and private sector. This workshop will include a "question and answer" session.

### **Wage and Hour Division (WHD)**

**10:40 a.m. only**

Family and Medical Leave Act (FMLA): The FMLA entitles eligible employees of covered employers to take unpaid, job-protected leave for specified family and medical reasons with continuation of group health insurance coverage under the same terms and conditions as if the employee had not taken leave. This workshop will include a "question and answer" session.

# REGISTRATION FORM

## U.S. Department of Labor - Informational & Outreach Forum

### How to Do It Right the First Time Compliance... We Can Help

Check your preferences for the 9:30 a.m. workshops, the 10:40 a.m. workshops, and/or the 11:50 a.m. workshops below. You may fax the completed form to 617-565-9666, Attention: Patricia Richardson or email to [ebbsa.boston@dol.gov](mailto:ebbsa.boston@dol.gov) (Please enter "Employer Forum" in the subject line).

For questions, please send an email to [ebbsa.boston@dol.gov](mailto:ebbsa.boston@dol.gov) or contact Patricia Richardson at 617-565-4190.

EMAIL OR FAX THIS PORTION ONLY by June 14, 2016.

Name \_\_\_\_\_ Position \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Fax number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**For each of the three time slots, please check only one workshop you would like to attend.**

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

- EBSA – Fiduciary Education
- EBSA – Health Laws
- BLS – The National Compensation Survey
- OFCCP – Agency Overview
- Wage & Hour – FLSA

#### 10:40 a.m. Workshop Choice (Check one)

- EBSA – VFCEP
- OFCCP – Work Place Rights
- WB – Work-Family Needs of Today's Workforce
- Wage & Hour – FMLA
- OSHA – Whistleblower Protections

#### 11:50 a.m. Workshop Choice (Check one)

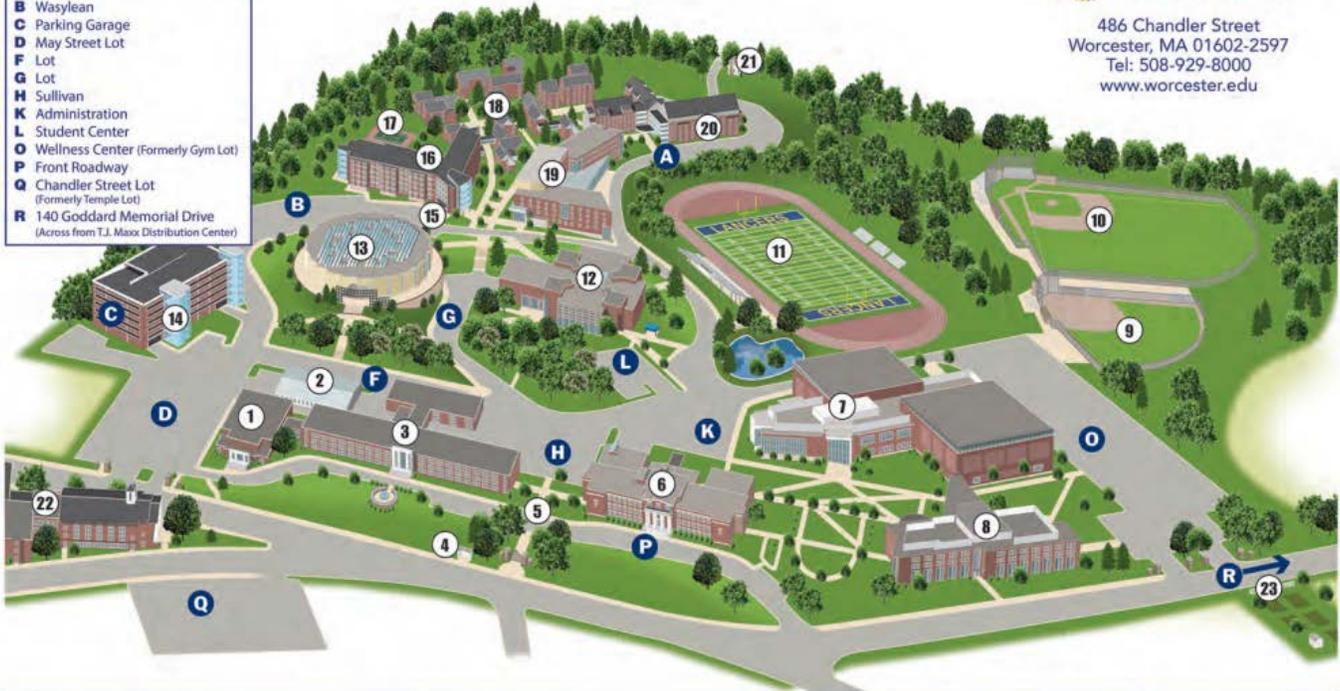
- EBSA – Health Laws
- EBSA – Savings Fitness
- Wage & Hour - FLSA
- EBSA – Choosing a Retirement Plan

# Worcester State University's Campus:



486 Chandler Street  
Worcester, MA 01602-2597  
Tel: 508-929-8000  
www.worcester.edu

- PARKING LOTS**  
Visitor Spots are in H Lot
- A** Dowden
  - B** Wasylean
  - C** Parking Garage
  - D** May Street Lot
  - F** Lot
  - G** Lot
  - H** Sullivan
  - K** Administration
  - L** Student Center
  - O** Wellness Center (Formerly Gym Lot)
  - P** Front Roadway
  - Q** Chandler Street Lot (Formerly Temple Lot)
  - R** 140 Goddard Memorial Drive (Across from T.J. Maxx Distribution Center)



- 1** Sullivan Auditorium
- 2** Athletics Office & Counseling Services
- 3** Sullivan Academic Center  
*Eager Auditorium—1st floor*  
*Sullivan Commons Woo Café—1st floor*
- 4** WRTA Bus Shelter
- 5** Worcester Center for Crafts Shuttle Stop
- 6** Shaughnessy Administration Bldg.  
*Admissions, Fuller Theater—2nd floor*  
*Academic Mall (various services)—1st floor*

- 7** Wellness Center  
*Under Construction—Opening 2016*
- 8** Ghosh Science & Technology Center  
*102 Auditorium—1st floor*  
*Mary Cosgrove Dolphin Gallery—1st floor*
- 9** Rockwood Softball Field
- 10** Kevin Lyons Baseball Diamond
- 11** Coughlin Athletic Field
- 12** Student Center  
*Bookstore, Food Court, Blue Lounge—1st floor*  
*Fallon and Foster Rooms—3rd floor*

- 13** Learning Resource Center  
*Library—2nd & 3rd floors*  
*Starbucks Café—2nd floor*  
*Information Technology Services—3rd floor*
- 14** Parking Garage
- 15** Goddard Lot Res. Student Shuttle Stop
- 16** Wasylean Hall—Residence  
*Java Junction, University Police—1st floor*
- 17** Tennis Courts
- 18** Chandler Village—Residence

- 19** Sheehan Hall—Residence  
*Pulse On Dining (POD)—1st floor*  
*Health Services—Lower Level*
- 20** Dowden Hall—Residence  
*C-Store—Lobby*
- 21** Campus Ministry
- 22** May Street Building & Auditorium
- 23** IUI Garden for All Ages

**Bus and Shuttle Stops 4, 5 and 15**  
*[Traffic patterns may vary as new construction comes on line.]*