

# M ICHIGAN

Department of Energy, Labor &  
Economic Growth



## MIOSHA PROGRAM DIRECTORY

**MIOSHA Information Line**

**1-800-TO-MIOSHA (866-4674)**

**WEB SITE**

[www.michigan.gov/miosha](http://www.michigan.gov/miosha)

**Michigan Occupation Safety & Health Administration (MIOSHA)**

**(517) 322-1814**

Responsible for overall administration of MIOSHA program, and for bureau policy decisions and operations.

**Appeals Division**

**(517) 322-1297**

Represents the bureau in formal appeals of citations generated by MIOSHA inspections.

**Construction Safety & Health Division**

**(517) 322-1856**

Regulates working conditions of public and private employees by enforcing construction safety and health standards including accident and complaint investigations on construction sites. Also, administers the asbestos program. Web Site address: [www.michigan.gov/mioshaconstruction](http://www.michigan.gov/mioshaconstruction)

- Asbestos Program

**(517) 322-1320**

The Asbestos Program is located at [www.michigan.gov/asbestos](http://www.michigan.gov/asbestos)

**General Industry Safety & Health Division**

**(517) 322-1831**

Regulates working conditions of public and private employees by enforcing general industry safety and health standards including accident and complaint investigations. This division regulates employee safety and health in virtually every type of work setting except mining, domestic, and construction. Also administers the employee discrimination program. Web Site address:

[www.michigan.gov/mioshageneralindustry](http://www.michigan.gov/mioshageneralindustry)

- Employee Discrimination Section

**(313) 456-3109**

Administers and enforces provisions of MIOSHA covering employee complaints of alleged discrimination as provided in Section 65 of Act 154 of 1974 as amended.

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### MIOSHA PROGRAM DIRECTORY



#### **Consultation Education and Training Division**

**(517) 322-1809**

Provides free in-house MIOSHA safety and health education, training, and consultation services to employers and employees, maintains library of safety publications, and provides for the lending of videos, and distribution of publications at no cost to customers.

CET Services are located at [www.michigan.gov/cet](http://www.michigan.gov/cet)

To receive CET E-mail Announcements about upcoming training programs, go to:  
[www.michigan.gov/mioshatraining](http://www.michigan.gov/mioshatraining) and follow the instructions.

#### **Management and Technical Services Division**

**(517) 322-1851**

Provides centralized services for Freedom of Information requests, budget, data collection and analysis, lab services, equipment maintenance, and information technology. Also, administers the Standards Section and the Management Information Systems Section (Recordkeeping questions and forms.)

- **MIOSHA Standards Section**

**(517) 322-1845**

Coordinates the necessary steps and procedures for promulgating occupational safety and health standards and MIOSHA regulations and distributes MIOSHA standards.

MIOSHA Standards are located at [www.michigan.gov/mioshastandards](http://www.michigan.gov/mioshastandards).

To receive public notices on standards, go to the above link and click on [MIOSHA Standards Mailing List](#) and follow the instructions.

- **Management Information Systems Section**

**(517) 322-1851**

Coordinates management information system, provides analysis of injury/illness data, prepares MIOSHA statistical reports, distributes MIOSHA recordkeeping and answers questions on recordkeeping requirements.

#### **FATALITY HOTLINE**

Line is in service 24 hours a day

**1-800-858-0397**

All worker fatalities and catastrophes of 3 or more employees being hospitalized from the same incident must be reported to MIOSHA within 8 hours.



# INFORMATION FOR EMPLOYERS

**\*Poster requirements are based on jurisdiction. To determine whether your business is under federal or state jurisdiction, please contact the agencies listed below under required workplace posters. You may then obtain the appropriate posters from the state or federal agency.**

If other people work for you, you may have responsibilities to both the state and federal governments. **Note:** If the business is a corporation, anyone who performs services for the corporation or receives remuneration (including any “owners”) is considered an employee. Following is a list of those responsibilities.

## State and Federal Taxes

Employers must register with the [Internal Revenue Service](#) 1-800-829-1040 for federal income tax withholding and social security taxes; and the [Michigan Department of Treasury](#), Treasury Building, Lansing, MI 48922 (517) 373-0888, for state income tax withholding for their employees. These taxes must be withheld from each employee’s wages and paid to the appropriate taxing agency. Employers also must pay a portion of the social security tax for their employees. Some cities levy a city income tax. Contact the City Treasurer’s Office for information.

## State Unemployment Insurance

Employers must register with the [Unemployment Insurance Agency](#) (UIA) for unemployment taxes. Contact the Employer Customer Relations office, 3024 W. Grand Blvd., Suite 13-150, Detroit, MI 48202, telephone: 1-800-638-3994 or (313) 456-2180 for Tax Office/Team support. Unemployment taxes are paid by the employer — no deduction is allowed from an employee’s wages.

## Federal Unemployment Insurance

Employers must also pay federal unemployment taxes. Contact the [Internal Revenue Service](#) 1-800-829-1040 for information. Unemployment taxes are paid by the employer - no deduction is allowed from any employee’s wages.

## Workers’ Compensation

Most employers are required to provide workers’ compensation coverage for their employees. A workers’ compensation policy is purchased from a private insurance company. Contact the [Workers Compensation Agency](#), Box 30016, Lansing, MI 48909, telephone: (517) 322-1195 or 1-888-396-5041 for information.

## Health and Safety Information

Employers must comply with health and safety standards under federal and state Occupational Safety and Health Acts (OSHA); and Right-to-Know laws. Contact the Department of Energy, Labor & Economic Growth, [Michigan Occupational Safety & Health Administration](#), Consultation Education & Training Division P.O. Box 30643, Lansing, MI 48909-8143; for MIOSHA safety and health information telephone (517) 322-1809.

## Immigration Law Compliance

All employers must verify the employment eligibility of all employees hired after November 6, 1986 by reviewing documents presented by employees and recording information on a verification form. Contact the U.S. Citizenship and Immigration Services at 1-800-357-2099 for questions on "Employment Eligibility Verification" or visit their website at [www.uscis.gov/portal/site/uscis](http://www.uscis.gov/portal/site/uscis) and click on "E-Verify." For all other questions on Immigrations contact the National Customer Service Center at 1-800-375-5283.

## \*Michigan Minimum Wage

Federal and state regulations set minimum wage and overtime standards. For information, contact the U.S. Department of Labor at (313) 226-7447 or (616) 456-2004, or the Michigan Department of Energy, Labor & Economic Growth, [Wage & Hour Division](#), Box 30476, Lansing, MI 48909-7976, telephone: (517) 335-0400.

## **Age Restrictions**

Employers hiring anyone under the age of 18 should be aware of restrictions on the type of work permitted, hours of work, and the need for a work permit. Contact: Michigan Department of Energy, Labor & Economic Growth, [Wage & Hour Division](#), Box 30476, Lansing, MI 48909-7976, telephone: (517) 335-0400.

[Michigan Whistleblowers Protection Act Poster](#) - Obtain a copy of Public Act 469 of 1980 from the law library, (517) 373-0630.

## **[U.S. Department of Labor Posters](#)**

### **[Family Medical Leave Act](#)**

### **[Federal Migrant and Seasonal Agricultural Worker Protection Act \(MSPA\)](#)**

## **REQUIRED WORKPLACE POSTERS:**

Employers are required to display certain posters in the workplace. The following is a list of the required posters and where they can be obtained:

### **[Michigan Safety and Health Protection on the Job - Michigan Right to Know Laws](#)**

Contact Michigan Department of Energy, Labor & Economic Growth, Michigan Occupational Safety & Health Administration, Consultation Education & Training Division, Box 30643, Lansing, MI 48909-8143, telephone: (517) 322-1809.

[MSDS Location Poster](#) and [MSDS New & Revised Poster](#) - Required for businesses that have hazardous chemicals. Contact Michigan Department of Energy, Labor & Economic Growth, Michigan Occupational Safety & Health Administration, Consultation Education & Training Division, Box 30643, Lansing, MI 48909-8143, telephone: (517) 322-1809.

### **Your Rights Under the USERRA (Uniformed Services Employment and Reemployment Rights Act) -**

This poster is required by each employer and is designed to provide information on the rights and benefits under USERRA - Chapter 43 (Employment and Reemployment Rights of Members of the Uniformed Services) of Title 38 (Veterans' Benefits) of the U. S. Code. Contact the U.S. Department of Labor, Veterans' Employment and Training Service, 866-487-2365, or information regarding this poster can be viewed at:

<http://www.dol.gov/vets/programs/userra/>

\*[Federal Minimum Wage](#) - Contact U.S. Department of Labor, 231 W. Lafayette, Room 647, Detroit, MI 48226, telephone: (313) 226-7447 or (616) 456-2004.

[Equal Employment Opportunity](#) - Contact U.S. Equal Employment Opportunity Commission, 1-800-669-3362, for federal forms. Contact Michigan Department of Civil Rights, 303 W. Kalamazoo, Lansing, MI 48913, telephone: (517) 335-3165 for state forms.

[Employee Polygraph Protection Act](#) - Contact the U.S. Department of Labor, Wage & Hour Division, 231 W. Lafayette, Room 647, Detroit, MI 48226 telephone: (313) 226-7447 or (616) 456-2004.

[Michigan Employment Security Act Notice to Employees](#) - Contact Unemployment Insurance Agency, 3024 W. Grand Blvd., Ste. 13-150, Detroit, MI 48202, telephone 1-800-638-3994 for having Employer ID# assigned.

[American with Disabilities Act](#) - Contact the ADA Hotline at 1-800-669-3362 or (202) 663-4900.

[Michigan Minimum Wage Law](#) - General Rules, Overtime Compensation Rules for employers covered by Michigan Minimum Wage Law only. Contact Michigan Department of Energy, Labor & Economic Growth, [Wage & Hour Division](#), Box 30476, Lansing, MI 48909-7976, telephone: (517) 335-0400.