

# HR COMPLIANCE BULLETIN

## EEOC Fact Sheet: FAQs on New “Know Your Rights” Poster

On Oct. 25, 2022, the Equal Employment Opportunity Commission (EEOC) issued a [fact sheet containing FAQs about its new poster](#) titled “Know Your Rights: Workplace Discrimination is Illegal.” The EEOC initially released a version of the new poster on Oct. 19, 2022, and then reissued a revised version on Oct. 20, 2022.

Among other things, the FAQs about the new “Know Your Rights” poster clarify that if an employer downloaded or printed it on Oct. 19, the employer should ensure that it uses the newer version, which is instead marked as “Revised 10/20/2022.”

The FAQs also confirm that there is no specific deadline for employers to replace the old “EEO is Law” poster. However, they advise employers to post the new and revised poster “within a reasonable amount of time.”

This Compliance Bulletin provides the FAQs from the fact sheet, which was sent to EEOC email subscribers, in full.

### Action Steps

Private sector employers with 15 or more employees and affected federal contractors should:

- ✓ Download and print the new “Know Your Rights” poster that is marked as “Revised 10/20/2022” and is available in [English](#) and [Spanish](#) on the EEOC website;
- ✓ Display the new poster(s) in a conspicuous location in the workplace where notices to applicants and employees are customarily posted;
- ✓ Make the poster available and accessible for individuals who are blind or visually impaired by posting a digital version that has been [optimized for screen readers](#); and
- ✓ Follow all other applicable EEOC guidance about the new poster.

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### Highlights

#### Posting Requirements

Laws enforced by the EEOC require employers with 15 or more employees to display a poster about protections against discrimination. An executive order requires federal contractors to post supplemental information as well.

#### Revised Poster

The poster released by the EEOC on Oct. 20, 2022, replaces not only the “EEO is the Law” poster but also the [supplement](#) that was required for federal contractors.

### Important Dates

#### Oct. 19, 2022

The EEOC released a new poster titled “Know Your Rights” to replace the old “EEO is the Law” poster.

#### Oct. 20, 2022

The EEOC issued a revised version of the new “Know Your Rights” poster. Employers should use this version (marked as “Revised 10/20/2022”), not the one that was released on Oct. 19.

#### Oct. 25, 2022

The EEOC issued answers to FAQs about the new poster.



## EEOC Fact Sheet: FAQs on “Know Your Rights” Poster

The EEOC recently released a new “Know Your Rights” poster (dated Oct. 20, 2022), which replaces the previous “EEO is the Law” poster. This fact sheet provides answers to FAQs about the “Know Your Rights” poster.

### **When do employers need to post by?**

The laws that require covered employers to post the “Know Your Rights” poster don’t provide a specific deadline for replacing the “EEO is the Law” poster with the updated “Know Your Rights” poster. Employers should remove the old poster and display the new one within a reasonable amount of time.

### **Does this version replace the prior poster and the supplement?**

Yes.

### **I printed the updated poster on Oct. 19, 2022. Do I need to print it again?**

Yes. The new version of the “Know Your Rights: Workplace Discrimination is Illegal” poster has replaced and supersedes a version uploaded on Oct. 19. Please use the version marked “(Revised 10/20/2022)” going forward.

### **Can I request a printed copy from the EEOC?**

No. The EEOC does not provide printed copies of the poster. Employers should download and print the two-page PDF.

### **Are federal agencies required to display the poster?**

Yes, federal agencies are subject to the laws requiring that the poster be displayed and have [additional responsibilities](#) to communicate equal employment opportunity policies and procedures to all employees.

### **How do I make the poster available and accessible to individuals who are blind or visually impaired?**

The poster is available as a PDF that has been [optimized for screen readers](#).

### **Is the poster available in languages other than English?**

The poster is available in [English](#) and [Spanish](#) and will be available in additional languages at a later date.

### **Where should I place the poster?**

Posters should be placed in a conspicuous location in the workplace where notices to applicants and employees are customarily posted.