



**STATE OF NEVADA**  
**DEPARTMENT OF ADMINISTRATION**  
*Division of Human Resource Management*  
209 E. Musser Street, Suite 101 | Carson City, Nevada 89701  
Phone: (775) 684-0150 | [www.hr.nv.gov](http://www.hr.nv.gov) | Fax: (775) 684-0122

**MEMORANDUM**  
**HR#21-17**

April 12, 2017

**TO:** DHRM Listserv Recipients

**FROM:** Peter Long, Administrator *Peter Long*  
Division of Human Resource Management

**SUBJECT:** REQUIRED FEDERAL AND STATE EMPLOYMENT POSTERS –  
UPDATE

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The Division of Human Resource Management staff has recently updated our [Poster Adviser](#) publication which lists employment-related posters required by federal and State laws, as well as optional posters which are encouraged to be posted. It is important to post required posters at every work location and where employees can readily observe them.

The Poster Adviser is reviewed quarterly and notification of revised, additional or deleted postings is distributed at that time.

In most cases the posters can be downloaded from the listed websites at no cost. Please note:

- New and updated posters are listed as follows:
  - "EEO is the Law" **Poster Supplement** (*for agencies with Federal or Federally-assisted construction projects*)
  - Pay Transparency Nondiscrimination Provision (*for agencies with Federal or Federally-assisted construction projects*)
  - "Notice to Employees" (Unemployment Insurance Notice) (*notice has reverted back to a previous version from April 2014*)
  - "Information for the Unemployed Worker" (Required posting is to be given to each employee who is laid off or who otherwise leaves your employment) (*posting has reverted back to a previous version from April 2014*)

- Any other changes may be updated web links, therefore, you will not need to reprint or repost those current posters.

We hope you find this publication helpful and if you have any questions, please do not hesitate to contact Denise Woo-Seymour at [dseymour@admin.nv.gov](mailto:dseymour@admin.nv.gov) or (775) 684-0149.

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