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MEMORANDUM
HR#33-24

July 15, 2024

TO: DHRM Listserv Recipients

FROM: Bachera Washington, Administrator *Bachera Washington*

SUBJECT: REQUIRED FEDERAL AND STATE EMPLOYMENT POSTERS - UPDATE

The Division of Human Resource Management has recently updated our [Poster Advisor](#) webpage. This webpage 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 Advisor webpage 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 webpage at no cost.

The following posters have been updated:

- ***Employee Assistance Program*** and ***Employee Assistance Program (Alternate Poster for Law Enforcement)*** - These posters have been updated to reflect the Employee Assistance Program vendor's name change from Kepro to Acentra. Please contact Nadia Tung at ntung@admin.nv.gov for replacement pamphlets and materials with the new branding.

We hope you find this publication helpful and if you have any questions, please do not hesitate to contact Nora Johnson at nora.johnson@admin.nv.gov or (775) 684-0148.

BW:nj