

Did You Know....

Both Rhode Island and Federal laws regulate the employment of minors within this state.

This brochure will answer most of your questions about not only the hours and types of occupations that you may work, but it will also explain how to obtain the permits and/or certificates that you will need to comply with Rhode Island law.

Following the rules and restrictions outlined here will ensure that you are able to work and earn in a safe environment while you further your education and prepare for your future career.

You may not obtain a permit to work unless you are at least 14 years of age.



If you're 16 or 17 years old and want to work in Rhode Island, you may obtain a "Certificate of Age" issued by the School Department where you live. What you have to do:

- ◆ Take a copy of your birth certificate, baptismal certificate or passport to the School Department or person authorized to issue your "Certificate of Age."
- ◆ Once the "Certificate of Age" is issued, bring it to the employer. The employer will keep the certificate at the place of business. It will serve as proof of your age.



If you're 16 or 17 years old, you may NOT be employed:

1. More than 48 hours per week
2. More than 9 hours a day (9 3/5 hours if a 5-day work week)
3. BEFORE 6 A.M. or AFTER 11:30 P.M. (1:30 A.M. if no school the next day)
4. Without an 8-hour respite between the end of a shift on one day and the start of work the next day

EXCEPTION – There are no hour limitations during school vacations. ALSO – There are no hour limitations nor curfew for those 16 and 17 year olds who have left school.

GOT QUESTIONS?

If you have questions relating to youth employment, please feel free to contact us. We are here to help you!

CALL OR EMAIL US:



Labor Standards (Wage & Hour) Unit

Phone: (401) 462-8550

Email: DLT.laborstandards@dlt.state.ri.us

or

Visit us online at: www.dlt.ri.gov/ls

For Federal Questions, you may contact:

U.S. Department of Labor

Wage and Hour Division

380 Westminister Street, Room 346

Providence, RI 02903

401-528-4431

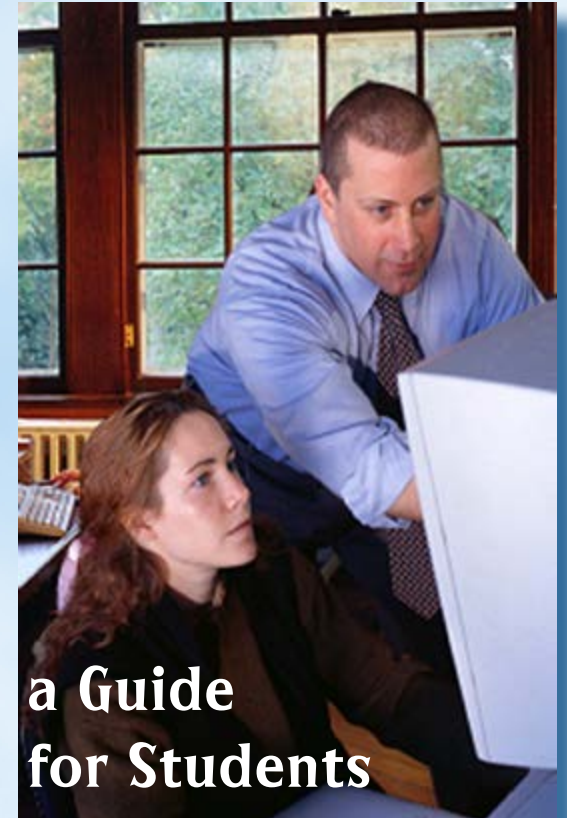


Want more information about occupations?

Visit **EmployRI** at: www.employri.org

READY to WORK?

Understanding Rhode Island's Child Labor Laws.....



a Guide for Students

Rhode Island Department of Labor & Training
Division of Workforce Regulation and Safety

Labor Standards (Wage & Hour) Unit

1511 Pontiac Avenue, Cranston, RI 02920

Phone: (401) 462-8550

TTY via RI Relay: 711

www.dlt.ri.gov/ls

If you're 14 or 15 years old and want to work in Rhode Island, you must obtain a "Special Limited Permit to Work" issued by the School Department in the City or Town where you live. What you have to do:

- ◆ Complete an "Intent to Employ Minor" form that may be obtained from the School Department where you live, or online from the Labor Standards web site.
- ◆ Take a copy of your birth or baptismal certificate, or passport to the School Department or person authorized to issue a "Special Limited Permit."
- ◆ Once the "Special Limited Permit" is issued, bring it to the employer. The employer keeps the permit at the place of employment. It serves as proof of your age.

What Work Can You Perform?

If you're 14 or 15, you may work in retail and in food service businesses, provided that your job fits into one or more of the permitted occupations.



Permitted Occupations for 14 or 15 year olds:

1. Office and Clerical Work, including operation of office machines
2. Cashiering, Selling, Modeling Art Work, Work in Advertising Departments, Window Trimming and Comparative Shopping
3. Price Marketing and Tagging by hand or by machine, Assembling Orders, Packing and Shelving
4. Bagging and Carrying Out Customers' Orders
5. Errand and Delivery Work by foot, bicycle and public transport
6. Cleanup Work, including the use of vacuum cleaners and non-commercial floor waxers, and Maintenance of Grounds, but not including the use of power-driven mowers or cutters
7. Kitchen Work and other work involved in preparing and serving food and beverages, including the operation of machines and devices used in the performance of such work, such as, dishwashers, toasters, dumbwaiters, popcorn poppers and milk shake blenders
8. Cleaning Vegetables and Fruits, and Wrapping, Sealing, Labeling, Weighing, Pricing and Stocking Goods when performed in areas physically separate from areas where meat is prepared for sale, and from outside freezers or meat coolers

If you're 14 or 15 years old, you may NOT be employed:

- ◆ **During school hours.**
- ◆ **Before 6:00 a.m. or after 7:00 p.m., except during school vacations when work is permitted until 9:00 p.m.**
(NOTE: For businesses covered by Federal Law, work is permitted until 9:00 p.m. from June 1 until Labor Day.)
- ◆ **More than eight (8) hours per day.**
(NOTE: For businesses covered by Federal Law, more than 3 hours per day on school days)

- ◆ **More than 40 hours per week.**
(NOTE: For businesses covered by Federal Law, more than 18 hours per week in school weeks, or more than 40 hours per week in non-school weeks.)

An exception is provided for minors employed pursuant to a Work Experience and Career Exploration Program (WECEP).

BUT, if you're 14 or 15 years old and the job includes any of the following, then you may NOT work that job because it would be in violation of State and/or Federal Child Labor Laws. Examples of **Prohibited Occupations for 14-15 year olds include:**

- ◆ Any MANUFACTURING or MINING job
- ◆ PROCESSING occupations such as filleting of fish, dressing poultry, cracking nuts, or laundering
- ◆ Occupations with duties in workplaces where goods are MANUFACTURED, MINED OR PROCESSED
- ◆ PUBLIC MESSENGER SERVICE
- ◆ Operating or Tending of Hoisting Apparatus or of any Power-Driven Machinery (other than office machines and machines in retail, food service, and establishments)
- ◆ Any Occupations found and declared to be hazardous by official designation
- ◆ Occupations in connection with:
 - a) TRANSPORTATION of persons or property by rail, highway, air, on water, pipeline, or other means
 - b) WAREHOUSING & STORAGE
 - c) COMMUNICATIONS & PUBLIC UTILITIES
 - d) CONSTRUCTION (including repair)
 EXCEPT office and sales work in connection with these four categories as long as such office and sales work is not performed at the site of the prohibited jobs
- ◆ DISPENSING Gasoline or other fuel
- ◆ DOCKS, private or public
- ◆ PARKING LOT ATTENDANTS
- ◆ CAR WASHES either hand or machine
- ◆ Occupations in BILLIARD OR POOLROOMS
- ◆ Any work in a TUNNEL
- ◆ Any work in a BOILER or ENGINE room
- ◆ Outside WINDOW WASHING
- ◆ All work using LADDERS or SCAFFOLDS
- ◆ Work in FREEZERS or MEAT COOLERS

DLT is an equal opportunity employer/program. Auxiliary aids & services are available upon request to individuals with disabilities. 10/15 MDF

PROHIBITED HAZARDOUS OCCUPATIONS FOR ALL MINORS Under the age of 18 Years



1. Manufacturing and storing explosives
2. Motor vehicle driving and outside helper
3. Coal mining
4. Logging and sawmilling
5. Power-driven woodworking machines
6. Exposure to radioactive substances
7. Power-driven hoisting apparatus
8. Power-driven metal-forming, punching, and shearing machines
9. Slaughtering, or meat packing, processing, or rendering. This includes the operation of a power-driven meat slicer
10. Power-driven bakery machines
11. Power-driven paper-product machines
12. Manufacturing brick, tile, and kindred products
13. Power-driven circular saws, band saws, and guillotine shears
14. Wrecking demolition, and shipbreaking operations
15. Roofing operations
16. Excavation operations

These occupations and industries are prohibited for all minors under 18.



For more information on permitted and prohibited occupations for minors, including all child labor laws, please visit the Labor Standards (Wage and Hour) Unit web site at:

www.dlt.ri.gov/lr