



Y O U T H @ W O R K

Your Job ... Your Rights ... Your Responsibilities

Did you know that you have specific workplace rights and responsibilities under the laws enforced by EEOC? The laws enforced by EEOC provide five basic rights for job applicants and employees who work in the United States. The laws apply to applicants, employees and former employees, regardless of their citizenship or work authorization status. Full-time, part-time, seasonal, and temporary employees are protected if they work for a covered employer. All federal government agencies and most other employers with at least 15 employees are covered by our laws. Most unions and employment agencies also are covered.

Your Rights

- ➔ You have a right to work free of discrimination. This means that your employer cannot make job decisions because of your race, color, religion, sex (including pregnancy and sexual orientation), national origin, disability, age (age 40 or older) or genetic information. This right applies to all types of job decisions, including hiring, firing, promotions, training, wages and benefits.
- ➔ You have a right to work in an environment free of harassment based on race, color, religion, sex (including pregnancy or sexual orientation), national origin, disability, age (age 40 or older) or genetic information.
- ➔ You have a right to complain about treatment that you believe is illegal job discrimination. Your employer cannot punish you, treat you differently or harass you if you report job discrimination or help someone else report job discrimination, even if it turns out the conduct was not illegal. We call this your right to be protected from retaliation.
- ➔ You have a right to request reasonable changes to your workplace because of your religious beliefs or disability. Although your employer does not have to grant every request, it should carefully consider each request and whether it would be possible.
- ➔ The laws enforced by EEOC strictly limit what an employer can ask you about your health. In addition, you have a right to keep any genetic information and medical information you share with your employer private. In general, your employer should not discuss your genetic information or medical information with others. There are very limited exceptions to the confidentiality requirements in the laws enforced by EEOC.

Your Responsibilities

- ➔ You should not treat your co-workers unfairly or harass them because of their race, color, national origin, sex (including pregnancy and sexual orientation) religion, disability, age (age 40 or older) or genetic information. For example, you should not tell sexual or racial jokes at work or tease people because they are different from you.
- ➔ You should tell your company about any unfair treatment or harassment. Find out if your company has a policy on discrimination that specifies who you should contact about these issues.
- ➔ You have a responsibility to tell your company if you need a workplace change because of your religious beliefs or disability. Your request does not have to be in writing, but you must provide enough information so your company can determine how to help you.

Need to File a Complaint?

If you think you have been discriminated against, you can file a formal complaint, called a "charge of discrimination," with EEOC. We may mediate or investigate your charge and take legal action to stop any illegal discrimination.

We accept charges from applicants, employees (full-time, part-time, seasonal, and temporary), and former employees, regardless of citizenship and work authorization status.

Our services are free, and you do not need a lawyer to file a charge. For more information about how and when to file a charge, visit <https://www.eeoc.gov/youth/filing.html>.

Learn more about your rights as a young worker at www.eeoc.gov/youth.

You can also email us at youth.atwork@eeoc.gov or call us at 1-800-669-4000 (TTY: 1-800-669-6820).