Statement of Intent to Employ Minor and Request for Work Permit

NOT A WORK PERMIT

For Minor to Complete

Minor's Name (last name first) | Social Security Number | Date of Birth | Age

Street Address | City | ZIP Code | Home Phone

For School to Complete

School Name | Evidence of Minor's Age

School Address | City | ZIP Code | School Phone

TYPE: Regular _____ Vacation _____ Work Experience Education _____

Year-Round _____ Other (Specify) _____

For Employer to Complete

(Please review rules for employment of minors on back)

Business Name | Street Address | City | ZIP Code

Business Phone | Minor's Work Duties

Employer's Workers' Compensation Insurance Company _____

Maximum number of hours of employment when school is in session:

Mon. ____ Tue. ____ Wed. ____ Thur. ____ Fri. ____ Sat. ____ Sun. ____ Weekly= ____

Supervisor's Signature | Supervisor's Name (printed or typed)

This minor is being employed at work described hereon with my full knowledge and consent, and I request a work permit be issued.

Signature of Parent or Guardian | Date

Laws and Agencies Controlling Employment of Minors

Most California employers are governed not only by state child labor laws but by the child labor provisions of the federal Fair Labor Standards Act (FLSA). When federal and state laws both apply, the more restrictive law prevails.

FLSA sets basic minimum ages of 16 for general employment and 18 for occupations declared particularly hazardous for young workers. Persons younger than 16 are allowed to work only in limited, specified occupations which exclude baking, manufacturing, processing, construction, warehouse, and transportation occupations. (See U. S. Department of Labor (DOL) Child Labor Bulletins 101 and 102.)

Califomia law also sets out minimum ages, as summarized below, and restricts or prohibits employment of specified age groups of minors in specified hazardous occupations. (See "Califomia Child Labor Laws 1995-96," a publication of the Califomia Division of Labor Standards Enforcement.)

Information on federal labor laws is available from the DOL's Wage and Hour Division, Employment Standards Administration. Information on state child labor laws is available from the Division of Labor Standards Enforcement. Both the federal and state agencies have offices in several California cities.

Summary Of Minors' Work Regulations

1. Federal and state law generally prohibit nonfarm employment of children younger than 14. Special rules apply to agricultural and domestic work and to the entertainment industry.

2. Children generally must attend school until age 18 unless they are 16 or older and have graduated from high school or received a state Certificate of Proficiency.

3. Employers of minors required to attend school must have a "Statement of Intent to Employ Minor and Request for Work Permit" (Form Bl-l) on file with the school district of attendance for each such minor and must themselves have on file for each minor a "Permit to Employ and Work" (Form B1-4). Records are to be open at all times for inspection by school authorities and officers of the Division of Labor Standards Enforcement.

4. A work permit must be revoked whenever the issuing authority determines the employment is illegal or is impairing the health or education of the minor.

5. Labor laws applicable to adult employees are also generally applicable to minor employees, including workers' compensation insurance requirements.

6. Child labor laws do not generally apply to minors who deliver newspapers or work at odd jobs, such as yard work and baby-sitting or in private homes where the minor is not regularly employed.

7. Hours of work: (When federal and state laws both apply. the more restrictive law prevails.)

Age	Federal Regulations	State Law
12-13	Prohibits the nonfarm employment of minors under the age of 14	Cannot work on schooldays. When school is not in session: daily maximum 8 hours, weekly maximum 40 hours.
14-15	When school is in session: daily maximum 3 hours, weekly maximum 18 hours, except 23 hours if student is in Work Experience Educadon program. (Generally may not work during school hours except in Work Experience Education program.) Wnen school is not in session: daily maximum 8 hours and weekly maximum 40 hours.	Same as federal regulations.
16-17	Same as for adult—state child labor standard prevails.	Four (4) hours per day on any schoolday. Eight (8) hours on any non-schoolday or on any day that precedes a non-schoolday. May be permitted to work 48 hours per week. Maximum hours vary per school district policy. Work Experience Education student may be permitted to work a maximum of 8 hours on a schoolday. High school graduates and state Certificate of Proficiency recipients are treated as adults.

8. Spread of hours:

12-13	(See 1, above)	Work must be performed between 7 a m. and 7 p.m. except June 1 through Labor Day when the hour is extended until 9 p.m.
14-15	Work must be performed between 7 am. and 7 p.m. except June 1 through Labor Day when the hour is extended until 9 p.m.	Same as federal regulations.
16-17	Same as for adult—state child labor standard prevails.	Work must be performed between 5 a.m. and 10 p.m. except that work may extend to one-half hour past midnight on nights preceding non-schooldays. Student in Work Experience Education program may be authorized to work until one-half hour past midnight on nights preceding schooldays.

9. A day of rest from work is required if the total hours worked per week exceed 30 or if more than 6 hours are worked on any one day during the week.
10. Prohibited hazardous occupations for minors under 18 by the federal and state law:

1. Explosives
2. Motor vehicle driving/outside helper
3. Coal mining
4. Logging and sawmilling
5. *Power-driven woodworking machines
6. Radiation exposure
7. Power-driven hoists/forklifts
8. *Power-driven metal forming, punching, and shearing machines
9. Other mining
10. *Power-driven meat slicing/processing machines and meat slaughtering
11. Power baking machines
12. *Power-driven paper products/paper-baling machines
13. Manufacturing brick, tile products
14. *Power saws and shears
15. Wrecking, demolition
16. *Roofing
17. *Excavation operation

*See U.S. Department of Labor Bulletin 101, "Child Labor Requirements in Nonagricultural Occupations Under the Fair Labor Standards Act," for apprentice and student-learner exemptions.

Student Signature _____ Date _____

Parent Signature _____ Date _____