

Fair Work Week Ordinance

Module 1 – Introduction

Office of Wage Standards
Bureau of Contract Administration
September 2023





Fair Work Week Ordinance

Module 1 – Introduction

Office of Wage Standards
Bureau of Contract Administration
September 2023

This presentation is a summary of certain provisions of the Fair Work Week Ordinance created for your convenience.

For complete requirements, please refer to LAMC Ch. XVIII Art. 5 Sec. 185 & Art. 8 Sec. 188.



The Office Of Wage Standards (OWS)

Who are we?

The City of Los Angeles' **Office of Wage Standards (OWS)** is a Division of the Bureau of Contract Administration (BCA). OWS is the Designated Administrative Agency (DAA) over the Fair Work Week Ordinance (FWWO) and responsible for its administration and enforcement.

Other ordinances administered by OWS:

- Minimum Wage Ordinance
- Fair Chance Initiative for Hiring Ordinance
- Freelance Worker Protections Ordinance
- Hotel Worker Protection Ordinance
- Other workers' rights protections





The Fair Work Week Ordinance (FWWO)

PURPOSE

- To promote the health, safety, and welfare of retail workers in the City
- To provide workers of large and midsize retail businesses with stable and predictable schedules, additional opportunities to work, and other employment protections





The Fair Work Week Ordinance (FWWO)

- Requirements went into effect on April 1, 2023 with a grace period of 180 days for education and outreach.
- Full enforcement, including fines and penalties, begin on September 28, 2023.





Who is Covered? Employers

COVERED EMPLOYER

1. is identified as a retail business (44-45) in the North American Industry Classification System (NAICS);
2. exercises control over the wages, hours or working conditions of Employees; and
3. has 300 or more employees globally.

Examples: Grocery, Convenience, Department, Big Box, E-Commerce, Warehouse, etc.





Who is Covered? Employers

SUBSIDIARIES & FRANCHISEES

- The 300 employee count should also include employees of:
 - Subsidiaries that identify as retail businesses, and
 - Franchisees that are retail businesses with a footprint of over 15,000 sq ft.
 - If counted, then automatically triggers coverage under FWWO
- Franchisees with a business that is less than 15,000 sq ft. are not included in the 300 employee count, and therefore, will not trigger coverage because of the Franchisor.





Who is Covered? Employees

COVERED EMPLOYEES

1. performs at least **2 hours** of work within the City in a work week; and
2. qualifies for minimum wage under State law; and
3. works at a location that supports retail operations of a covered Employer.
 - This goes beyond the point-of-sales locations and includes warehouses, service centers, and showrooms.
 - Only exception is Employees who work at a corporate office are not covered by the FWWO





Who is Covered? Employees

- Note that the Employee's job duties are not considered when determining eligibility for FWWO.
- Examples of covered Employees includes sales associates, cashiers, customer service representatives, warehouse workers, janitors, security, delivery drivers, and more.
- Applies regardless of whether an Employee is full-time, part-time, temporary, etc., and regardless of immigration status.





Resources

- **Visit us at WAGESLA.LACITY.GOV** for:
 - ✓ Fair Work Week Ordinance text
 - ✓ Rules and Regulations
 - ✓ Frequently Asked Questions (FAQs)
 - ✓ How to file a complaint
- **Follow us [@WageStandardsLA](https://www.instagram.com/WageStandardsLA)** on *Instagram* and *Twitter* for important announcements and weekly education posts on Fair Work Week, Minimum Wage, and other worker protection laws.





Contact Us



1-844-WAGESLA (924-3752)



wagesla@lacity.org



<https://wagesla.lacity.gov>



@WageStandardsLA

