

that the worker complete a timecard daily. The timecard should include the start and end time, along with the total hours worked in each job classification and a description of the work performed. Workers should keep a daily work journal or use the federal smartphone app ([www.dol.gov/whd](http://www.dol.gov/whd)).

**13.** Pursuant to Minnesota Statutes 177.27, Subd. 8, an employee may bring a civil action against their employer for failure to comply with the requirements under the state prevailing wage law.

**Note:** This is a brief summary of state prevailing wage law; it is intended as a guide, **not** as a substitute for actual law.

### Important phone numbers

#### Minnesota

Department of Administration  
(651) 296-2600

Department of Labor and Industry (DLI)  
(651) 284-5005 • 1-800-342-5354

DLI – Apprenticeship  
(651) 284-5090 • 1-800-342-5354

DLI – Minnesota OSHA  
(651) 284-5050 • 1-800-470-6742

DLI – Workers' Compensation Division  
(651) 284-5018 • 1-800-342-5354

#### United States

Department of Labor  
(612) 370-3371 • 1-866-487-2365  
– Fringe benefits, 1-866-444-3272

### Get help, learn more

If a worker suspects he or she has been underpaid or has additional prevailing wage questions, contact:



To request this document in an alternative format, such as audio, Braille or large print, call (651) 284-5005 or 1-800-342-5354.

### Prevailing wage:

## Know your rights



All inquiries to DLI about your rights under state and federal regulations shall be kept confidential.

**1.** Workers must be classified and compensated for the actual work performed, regardless of the workers' skill level.

**2.** The prevailing wage rate consists of two components: hourly basic rate and fringe benefit rate; together they equal the total prevailing wage rate. Workers shall be compensated at a minimum, a combination of cash and fringe benefits equaling the total prevailing wage rate for all hours worked on the project.

**3.** Workers required to work in excess of eight hours a day or 40 hours a week shall be compensated at a rate of 1.5 times the basic hourly rate plus

fringe benefits as determined by the federal and/or state government.

**4.** State prevailing wage rates shall be posted on the project site. If the rates are not available, contact the project engineer or contracting agency, or call DLI at (651) 284-5091.

**5.** Workers must be notified in writing of any fringe benefits contributed on their behalf. Workers must be entitled to receive the benefit after all eligibility requirements have been met.

**6.** Credit toward the total prevailing wage rate for bona fide fringe benefits shall be determined for each

worker. Allowable benefits include: health insurance, pension plans, and holiday, vacation and sick plans.

**7.** Workers who do not receive fringe benefits shall be compensated at the total prevailing wage rate for all hours worked on the project.

**8.** A contractor cannot take deductions from wages for loss, theft, damage or other indebtedness without the worker's written permission (Minnesota Statutes 181.79).

**9.** If you are charged for travel, mileage, lodging or subsistence pay while working on public works projects, call DLI at (651) 284-5091.

**10.** An apprentice is not subject to the prevailing wage requirements provided the apprentice is: registered with the federal and/or state Department of Labor/Labor and Industry, performing the work of his or her trade and working on the project within the proper ratio guidelines specified in the contractor's apprenticeship agreement.

**11.** Workers involved in the processing, manufacturing or delivery of materials to a project are not subject to the prevailing wage requirements. However, exemptions may apply.

**12.** To ensure proper labor classification and compensation, it is recommended