



APPROVAL DATE: 3/23/10
APPROVED BY: Betty Baker, WIB Chair

**COUNTY OF SAN LUIS OBISPO
DEPARTMENT OF SOCIAL SERVICES**

POLICY NO: 26-08
TO: Service Providers
FROM: Department of Social Services
EFFECTIVE: December 9, 2009
SUBJECT: Employee Wages

REFERENCES:

- California Labor Code, Section 224

PURPOSE:

This policy provides guidance regarding the prohibitions against the withholding of wages by entities employing Workforce Investment Act (WIA) and American Recovery and Reinvestment Act (ARRA) participants.

POLICY AND PROCEDURES:

Under California law, an employer may lawfully withhold amounts from an employee's wages only:

1. when required or empowered to do so by federal or state law, such as income taxes or garnishments, or
2. when a deduction is expressly authorized in writing by the employee to cover insurance premiums, hospital or medical dues or other deductions not amounting to a rebate or deduction from the wage paid to the employee, or
3. when a deduction to cover health and welfare or pension pay is expressly authorized by a collective bargaining or wage agreement.

WIA and ARRA subcontractors may not defer or withhold wages from participants for work done for State agencies on mandatory State furlough days, even if such wages will be paid at a later time.

ACTION:

The Administrative Entity for the WIB and its service providers shall follow this policy. This policy will remain in effect from the date of issue until such time that a revision is required.

INQUIRIES:

Inquiries should be addressed to WIB Admin at wibadmin@co.slo.ca.us.

REVISION HISTORY:

<i>DATE</i>	<i>DETAILS</i>
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