

# ANDERSON STAFFING INC POLICY DISCLOSURE

WELCOME TO [ANDERSON STAFFING INC.](#)

Thank you for your interest. Please read the following policy statements and agreements prior to registering with us:

**EEO COMMITMENT:** Consideration for all work assignments and positions is provided to applicants without regard to race, color, sex, religion, age, marital status, national origin, citizenship status, disability, veteran status, sexual preference, or other legally protected status. Anderson Staffing Inc. is an equal opportunity employer, in compliance with all federal, state, and local regulations regarding employment.

**ADA COMMITMENT:** Consideration for temporary work assignments and positions may be contingent upon successful completion of written evaluations (testing). In the event of a medically-determined disability affecting the ability of a candidate to perform the evaluation, or to perform the duties of an assignment for which the candidate is qualified, the candidate agrees to notify Anderson Staffing Inc. prior to the evaluation and/or assignment. Candidate agrees to allow Anderson Staffing Inc. ample time in which to make reasonable accommodation for the disability. Anderson Staffing Inc. reserves the right to require medical documentation concerning the need for reasonable accommodation prior to the evaluation and/or assignment.

**UNEMPLOYMENT BENEFITS:** As the employer of record, Anderson Staffing Inc. is in compliance with CA EDD statutes regarding unemployment compensation. In order to maintain accurate records, Anderson Staffing Inc. requires that temporary employees advise us of changes in your availability status in a timely manner. Notification of availability for temporary assignments should be provided to us at least bi-weekly. Failure to provide us with availability status may be considered as no longer being available for work, and your file may be inactivated. This information may be required to be provided to the EDD (unemployment agency), affecting your ability to collect unemployment benefits. Detailed information is available at [www.edd.ca.gov](http://www.edd.ca.gov)

**WORKERS COMPENSATION:** Anderson Staffing Inc. provides workers compensation insurance coverage to temporary employees of the company. Information regarding this coverage will be provided to temporary employees upon registration, and upon request following registration. Further detailed information is available at [www.statefundca.com](http://www.statefundca.com)

**CALIFORNIA OVERTIME LAW:** Anderson Staffing Inc. will pay overtime rates to our temporary employees, as required by law. California labor laws protect the rights of California non-exempt employees to receive overtime pay for working more than 8 hours in a day or 40 hours in a week. Further detailed information is available at [http://www.dir.ca.gov/dlse/faq\\_overtime.htm](http://www.dir.ca.gov/dlse/faq_overtime.htm)

**SAN FRANCISCO ORDINANCES:** Anderson Staffing Inc. is based in the City and County of San Francisco, and is in compliance with local ordinances governing employees. These ordinances include, but are not limited to: **San Francisco Paid Sick Leave**; **San Francisco Minimum Wage**; and, **Healthy San Francisco**. Information regarding these ordinances will be provided to temporary employees upon registration, and upon request following registration. Detailed information is available at [www.sfgov.org](http://www.sfgov.org)