



7. GENERAL INFORMATION

- A) Any employer found in violation of any minor labor law may be subject to civil money penalties.
 - B) If you have reason to believe an employer is in violation of any laws, please report the incident immediately to the Louisiana Workforce Commission/Labor Programs Unit
 - C) Report inquiries / complaints to:
On-Line at
https://www.laworks.net/Forms/OWD_MLLComplaintForm.asp
- Or by email to laborprograms@lwc.la.gov
- Or Call Baton Rouge Office 225-219-2989

TIPS FOR EMPLOYERS WHEN EMPLOYING MINORS

(Under 18 years of age)

LABOR PROGRAMS SECTION MINOR DIVISION

www.laworks.net

An Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities • TDD 800-259-5154

(Revised 9/27/2022)

1. EMPLOYMENT CERTIFICATES

- A) All minors under the age of 18 **MUST** obtain an Employment Certificate before beginning employment. Found on Laworks.net
- B) An "Application to Employ "Form **MUST** BE COMPLETED BY THE PROSPECTIVE Employer, signed by parent or guardian, and presented to an Authorized issuing officer of the parish.
- C) Proof of Age required to obtain an Employment Certificate:
 - 1. Birth Certificate
 - 2. Baptismal Certificate
 - 3. Contemporaneous bible record of birth
 - 4. Passport or certificate of arrival in United States.
 - 5. Life insurance policy, dated 2 years prior to application.
 - 6. A school record or identification showing the minor's age.
 - 7. Current valid Louisiana driver's license or other state-issued identification, including a special identification card, with the minor's date of birth.
 - 8. Affidavit signed by parent or guardian.

2. HOURS OF EMPLOYMENT FOR 14 & 15 year olds

From Labor Day through June 1	From June 1 through Labor Day
No More than 3 hours per day	No more than 8 hours per day
Not before 7 AM	Not before 7 AM
No more than 18 hours per week	No more than 40 hours per week
No more than 6 consecutive days in any one week	No more than 6 consecutive days in any one week
Must have 30 minute break every 5 hours (documented)	Must have 30 minute break every 5 hours (documented)
Must have 8 hours of rest before the commencement of the next work day.	Must have 8 hours of rest before the commencement of the next work day.

3. OCCUPATIONS NOT PERMITTED FOR 14 & 15 YEAR-OLD MINORS

- A) Any manufacturing or mining occupation
- B) Processing plants, such as fish, poultry, or commercial laundries
- C) Public messenger services
- D) Operating any hoisting apparatus or any Power driven machinery
- E) Warehousing or storage
- F) Transportation by rail, highway, air, or water
- G) Construction sites, including repair work
- H) Boiler or engine rooms
- I) Work in connection with repair of machines or equipment
- J) Outside window washing and all other work that involves use of ladders or scaffolds
- K) Cooking and baking
- L) Operating food slicers, grinders, choppers, and mixers
- M) Work in freezers and meat coolers
- N) Loading and unloading goods on and off trucks

3. OCCUPATIONS PERMITTED FOR 14 & 15 YEAR-OLD MINORS

- A) Office and clerical work
- B) Cashiering and sales
- C) Price marking, assembling, and packing
- D) Bagging and carrying out in grocery stores
- E) Errand and delivery work by foot or public Transportation
- F) Clean-up work and ground maintenance
(No power mowers)
- G) Kitchen work and dishwasher
- H) Car washing dispensing gasoline, and courtesy service
- I) Cleaning vegetables and fruit, wrapping, and stocking
- J) Commercial Sales
- K) Golf Caddy

4. HOURS OF EMPLOYMENT FOR 16 & 17 year olds

16 Year Olds	17 Year Olds
May not work between the hours of 11:00 PM and 5:00 AM prior to the start of any school day.	May not work between the hours of 12:00 AM and 5:00 AM prior to the start of any school day.
On days prior to a non-school day there are no hour restrictions.	On days prior to a non-school day there are no hour restrictions.
Must have 30 minute break every 5 hours (documented).	Must have 30 minute break every 5 hours (documented).
Must have 8 hours of rest before the commencement of the next work day.	Must have 8 hours of rest before the commencement of the next work day.
No restriction on number of hours worked per day or week.	No restriction on number of hours worked per day or week.
If they have graduated or received GED there are no hour restrictions.	If they have graduated or received GED there are no hour restrictions.

5. OCCUPATIONS CONSIDERED HAZARDOUS (NOT PERMITTED FOR ANY MINORS)

- A) Manufacturing or storage operations involving explosives
- B) Motor vehicle driver (full time or at Night)
- C) Occupations connected with mining
- D) Logging and sawmill operations
- E) Power driven woodworking machine operations, circular saws and band saws, paper product machine operations, Bakery machine operations, and hoisting apparatus operations
- F) Wrecking and demolition occupations
- G) Brick and tile manufacturing occupations
- H) Roofing occupations
- I) Excavation occupations
- J) Slaughtering, meat packing, or processing occupations
- K) Occupations involving exposure to radioactive substances
- L) Occupations involving use of contact with Lead/toxic substances
- M) Welding Occupations
- K) Occupations involving exposure to radioactive substances
- L) Occupations involving use of contact with lead/toxic substances
- M) Welding Occupations