



Oregon

Bureau of Labor and Industries

Brad Avakian
Commissioner

THIS CERTIFICATE MUST BE POSTED IN A CONSPICUOUS LOCATION

VALIDATION DATE: 02/18/11
EXPIRATION DATE: 02/29/12
EMPLOYER NUMBER: 21420

PORTLAND STATE UNIVERSITY
PO BOX 751, PAM HUTCHINS, HR DEPT.
PORTLAND, OR 97207 - 0751

THIS EMPLOYMENT CERTIFICATE 120149
AUTHORIZES PORTLAND STATE UNIVERSITY
TO EMPLOY MINORS UNDER THE FOLLOWING CONDITIONS: Ages 14-17

DUTIES TO BE PERFORMED:

GENERAL OFFICE; LAB SUPPORT; COMPUTER OPERATOR; GENERAL LABORER; OCCASIONAL
HEAVY LIFTING; MICRO COMPUTER HARDWARE/SOFTWARE SUPPORT.

(VARIOUS DEPARTMENTS ON CAMPUS)

OPERATION OF POWER DRIVEN MACHINERY/EQUIPMENT:

COMPUTER.

RESTRICTIONS:

MINORS UNDER 17 MAY NOT DRIVE ON PUBLIC ROADS:17 YR OLDS ONLY WITH RESTRICTIONS.
MINORS UNDER 16 PROHIBITED WHERE POWER- DRIVEN MACHINERY IS BEING USED.
14-15 3 HRS/SCH DAY (AFTER SCH), 8 HRS ON WKND 7AM-7PM, 18 HRS TOTAL PER WEEK.

Child Labor Unit

PORTLAND
800 NE Oregon St. Suite 1045
Portland, OR 97232-2180
(971) 673-0761
Fax (971) 673-0762

EUGENE
1400 Executive Parkway, Suite 200
Eugene, OR 97401-7103
(541) 686-7623
FAX (541) 686-7980

BEND
Apprenticeship and Training
Worksource Bend
1645 NE Forbes Rd, Ste 106
Bend, OR 97701-4990
(541) 322-2435
FAX (541) 389-8265

Telephone: (971) 673-0836

MEDFORD
Apprenticeship and Training
119 N Oakdale Ave.
Medford, OR 97501-2629
(541) 776-6201
FAX (541) 776-6284

SALEM
3865 Wolverine St. NE; E-1
Salem, OR 97305-1268
(503) 378-3292
FAX (503) 373-7636

Oregon Relay TTY:711

www.oregon.gov/boli
AN EQUAL OPPORTUNITY EMPLOYER

PENDLETON
Civil Rights
1327 SE 3rd St.
Pendleton, OR 97801-4101
(541) 276-7884
FAX (541) 276-5767





BUREAU OF LABOR AND INDUSTRIES

SUMMARY OF CHILD LABOR LAWS

WORKING HOURS

14 AND 15 YEAR-OLDS

When School is in Session

• 3 hours per day, 8 hours on non-school days, 18 hours per week maximum

• Only between 7:00 am and 7:00 pm

• Working is not allowed during school hours

When School is not in Session

• 8 hours per day, 40 hours per week maximum

• From June 1 through Labor Day: 7:00 am to 9:00 pm

16 AND 17 YEAR-OLDS

• Any hours

• 44 hours per week maximum

MINIMUM WAGE: The minimum wage is \$8.50 per hour beginning January 1, 2011.

MEALS: Meal periods of at least 30 minutes must be provided no later than five hours and one minute after the minor reports to work. Minors 14 and 15 years of age must be fully relieved of work duties during this time. Minors who are 16 and 17 years of age may work during a meal period, but must be paid for their time. This is permitted only if the nature of the work prevents the minor from being relieved from all duty.

BREAKS: Rest periods of at least 15 minutes must be provided during each four hours (or major portion) of work time.

ADEQUATE WORK: Adequate work must be provided if the employer requires the minor to report to work. Adequate work means enough work (or compensation in lieu of work) to earn at least one-half of the amount earned during the minor's regularly scheduled hours to work.

PARTIAL LIST OF HAZARDOUS AND PROHIBITED OCCUPATIONS

PROHIBITED FOR MINORS UNDER 18

- Contact with/operating power-driven food slicers, grinders and choppers (includes cleaning, even if unassembled)
- Motor vehicle driving, including motor vehicle outside helpers, (except under limited circumstances for minors 17 years of age)
- Operating, repairing and cleaning bakery machines
- Lumber mill, logging and sawmilling occupations
- Tasks performed in connection with active forest fires
- Operating balers, metal strap banders and compactors
- Operating power-driven hand drills; sanders; woodworking machines
- Excavating and working in trenches over 4' in depth
- Roofing and related occupations
- Operating power-driven hoisting apparatus and lifts
- Manufacturing, storing and using explosives
- Operating power-driven metal forming, punching and shearing machines
- Occupations in connection with power-driven meat processing machinery
- Meat and poultry slaughtering; packing, processing or rendering
- Contact with circular, chain, band saws and guillotine shears
- Operating commercial mixers
- Using power nail/impact guns, wire stitchers and fasteners
- All mining occupations
- Operating power-driven paper products machines
- Wrecking, demolition, and ship-breaking operations
- Manufacturing brick, tile and kindred products
- Messenger services between 10:00 PM and 5:00 AM

PROHIBITED FOR MINORS UNDER 16

- Manufacturing/processing occupations
- Work in locations where power-driven machinery is used
- Work in workshops or warehouses
- Work in or on boats or commercial docks
- Lifeguard/swim occupations except for trained/certified 15 year-olds
- Work around constructions sites and equipment
- Using pressure washers
- Cooking with open flame grill, manual fryer, broiler, or surface or oil more than 100 degrees
- Using pizza, bakery or convection ovens
- Work in connection with golf carts
- Using ladders, scaffolds or substitutes
- Outside window cleaning above ground
- Work in grain elevators
- Work in gravel or sand plants or bunkers
- Land clearing
- Lumber loading
- Washing, loading or unloading trucks (other than personal, non-powered tools/items)
- Contact with power mowers/cutters/blowers
- Sign waving, unless in front of business
- Employment in commercial laundries
- Welding or soldering work
- Occupations in connection with mechanical amusements
- Surveying
- Wood cutting/sawing
- Office work only in auto wrecking yards, junk dealer, water works, lumbering, motor vehicle (transportation) operations

The above information is only a summary of the child labor laws applicable to **non-agricultural** employment. For more information, contact the bureau's Technical Assistance for Employers Unit at (971) 673-0824, or refer to the bureau's website at www.oregon.gov/boli.

Retain this information for your reference.