General Recordkeeping Requirements For Employees – LA



LOUISIANA

Name and Address

Yes

Occupation

Yes

Pay Rate

No

Wage per week or pay period

Yes

Hours per day or week

Yes

Deductions per Pay Period

No

Conditions of Employment

No

Length of time records must be preserved 1 year

RECORDKEEPING REQUIREMENTS FOR MINORS

State Laws may not specifically require employers to keep data specifically on minors, although general recordkeeping requirements on the federal level may call for maintenance of that data.

Address

No

Hours per day or week

No

Time Starting, Ending Work/Meals

No

Wages

No

Other Requirements Post rules.

Work Permit or Age Certificate Required

Yes. An employment certificate or work permit need not be kept for minors employed in approved federally funded youth training programs or in certain performing arts or entertainment productions.

Citations to Authority – Click link to view statute:

LA Rev. Stat. Ann § 23:14

Keeping of records; Employers

LA Rev. State. Ann §§ 23:181

Employment certificates; minors

LA Rev. State. Ann §§ 23:182

Employment records; minors

LA Rev. State. Ann §§ 23:183

Certificates; authorized to issue

LA Rev. State. Ann §§ 23:184

Certificates; requirements to issue

LA Rev. State. Ann §§ 23:18 4.1

Blanket work permits; 60 days

LA Rev. State. Ann §§ 23:187

Signing of certificate

LA Rev. State. Ann §§ 23:188

Records; Issuing authority

LA Rev. State. Ann §§ 23:191

Revocation of certificate

LA Rev. State. Ann §§ 23:217

Records; Postings; Minors