General Recordkeeping Requirements For Employees – NE



NEBRASKA

Name and Address

Yes

Occupation

Yes

Pay Rate

Yes

Wage per week or pay period

Yes

Hours per day or week

Yes

Deductions per Pay Period

Yes

Conditions of Employment

Yes

Length of time records must be preserved

Statute does not specify, but state regulation requires for at least 4 years.

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

Yes

Time Starting, Ending Work/Meals

Yes

Wages

No

Other Requirements

Employer must keep separate lists of all employees age 14 and 15.

Work Permit or Age Certificate Required

Yes, for minors 15 or under.

Citations to Authority – Click link to view statutes:

NE Rev. Stat. Ann. § 48-1225

Employer records

NE Adm. Code Tit. 221, ch. 1

Recordkeeping requirements – DOL

NE Rev. Stat. Ann. § 48-302

Under age 16; employment certificate

NE Rev. Stat. Ann. § 48-304

Employment certificate; issuance

NE Rev. Stat. Ann. § 48-310

Under age 16; posting of working hours