State Record Retention Requirements – NM



NEW MEXICO

Wage and Hour

Every employer must keep a true and accurate record of hours worked and wages paid to each employee for at least one year after the entry of the record.

Worker Injuries, Health, and Safety:

New Mexico’s Occupational Health and Safety Act requires an employer to keep records consistent with the occupational safety and health record requirements of the US Department of Labor. Employers must also maintain accurate records of employee exposures to potentially toxic material or harmful physical agents that are required to be monitored or measured as prescribed by regulations under New Mexico’s OHSA. The time employers must retain the records of exposure of employees to specific toxic material or harmful agents is specified in the regulations. Every employer must keep records of occupational injuries and illnesses as prescribed by regulations under New Mexico’s OHSA statutes.

Other Employment Records:

Employers must preserve any child labor permits obtained under New Mexico’s child labor law.

Does your state give employees a legal right to examine their own personnel files?

Employees’ Rights:

No statutory right

Former Employees’ Rights:

No statutory right

Covered Employers

Citation to Authority – click link, type in code to access specific statute; i.e. 14-2-3

NMSA § 50-4-9	**Wage and Hour**

NMSA § 50-9-19	**Health and Safety**
NMSA § 50-6-9	**Other Employment records**