

LEGAL UPDATE

MAINE

Maine Issues Workplace Poster and Other Materials for PFML

The Maine Department of Labor has published the workplace notice required by the state's paid family and medical leave (PFML) [statute](#). Payroll withholding to fund the PFML program begins Jan. 1, 2025, and benefits become available May 1, 2026. The department has also posted an employer fact sheet and recordings of webinars about PFML on its [website](#) for the program.

Workplace Poster

The PFML statute [requires](#) employers to post a notice created or approved by the department, informing employees of their PFML rights in a conspicuous place in all workplaces. The notice must be posted in English and in each primary language of three or more employees of that workplace if a notice in that language is available from the department. The department has created notices in English, Spanish, French, Somali and Portuguese. The department is further required to provide the notice in any other language that is the primary language of at least 2,000 residents of the state.

While neither the PFML law nor the proposed rules for the program give a deadline for posting the notice, the Maine Department of Paid Family and Medical Leave advised employers in a webinar this month to post the notice as soon as possible, in advance of the start of paycheck deductions in January.

If an employer fails to provide notice as required, the employee's obligation to provide notice of leave is waived. Employers that fail to meet the notice requirements of the statute are also subject to monetary penalties.

Maine PFML

Maine PFML will provide eligible employees with up to 12 weeks of paid, job-protected family and medical leave. The program is funded by contributions of 1% of employee wages up to the Social Security wage base, split between employees and employers with 15 or more employees. Employers with fewer than 15 employees are not required to contribute, but they must withhold and remit their employees' 0.5% share. The first reports and quarterly payments from employers are due April 30, 2025.

Provided to you by **Employco USA, Inc.**

Important Dates

Jan. 1, 2025

Payroll withholding for Maine PFML begins. Contributions must be remitted to the state following the end of each quarter.

Winter 2025

The portal employers will use to make required contributions is scheduled to be operational.

May 1, 2026

Employees may begin filing PFML applications.

Employers must conspicuously post the department's poster in the workplace.