STATE OF CALIFORNIA   DEPARTMENT OF EDUCATION

STATEMENT OF INTENT TO EMPLOY A MINOR AND REQUEST FOR WORK PERMIT–
CERTIFICATE OF AGE
CDE B1-1 (Rev. 07-10)

A "STATEMENT OF INTENT TO EMPLOY A MINOR AND REQUEST FOR WORK PERMIT–CERTIFICATE OF AGE" form
(CDE B1-1) shall be completed in accordance with California *Education Code* 49162 and 49163 as notification of intent to employ a
minor. This form is also a Certificate of Age pursuant to California *Education Code* 49114.

(Print Information)

Minor's Information

_____   _____
Minor's Name *(First and Last)*   Home Phone

_____   _____   _____   _____
Birth Date   Social Security Number   Grade   Age

_____   _____   _____
Home Address   City   Zip Code

School Information

Jesuit High School   **(916) 482-6060**
_____   _____
School Name   School Phone

1200 Jacob Lane   **Carmichael**   **95608**
_____   _____   _____
School Address   City   Zip Code

To be filled in and signed by employer. (Please review the General Summary of Minors' Work Regulations on reverse.)

_____   _____   _____
Business Name or Agency of Placement   Business Phone   Supervisor's Name

_____   _____   _____
Business Address   City   Zip Code

Describe nature of work to be performed: _____

_____

*In compliance with California labor laws, this employee is covered by worker's compensation insurance. This business does not
discriminate unlawfully on the basis of race, ethnic background, religion, sex, sexual orientation, color, national origin, ancestry, age,
physical handicap, or medical condition. I hereby certify that, to the best of my knowledge, the information herein is correct and true.*

_____   _____   _____
Employer's Name *(Print First and Last)*   Employer's Signature   Date

To be filled in and signed by parent or legal guardian

*This minor is being employed at the place of work described with my full knowledge and consent. I hereby certify that to the best of my
knowledge and belief, the information herein is correct and true. I request that a work permit be issued.*

_____   _____   _____
Parent or Legal Guardian's Name *(Print First and Last)*   Parent or Legal Guardian's Signature   Date

For authorized work permit issuer use ONLY

Maximum number of hours of employment when school is in session:

_____	_____	_____	_____	_____	_____	_____	_____
Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total

School Records   **Check Permit Type:**

_____   ☐ *Full-time   ☐ ***Work Experience
Proof of Minor's Age *(Evidence Type)*   Education, Vocational
                                                                     ☐ **Workability   Education, or Personal
_____   Attendant
Verifying Authority's Name and Title *(Print)*   ☐ Restricted

_____   ☐ General
Verifying Authority's Signature

*EC 49130 | **Permit Type defined by local school | ***Special Education Grant

Copy–District or County Superintendent; Employer; Parent or Legal Guardian   **(Over)**

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General Summary of Minors' Work Regulations

FLSA-Federal Labor Standards Act, CDE-California Department of Education, *EC*-California *Education Code*, *LC*-California *Labor Code, CFR*-California Federal Regulations

- **If federal laws, state laws, and school district policies conflict, the more restrictive law (the one most protective of the minor) prevails. (FLSA)**
- Employers of minors required to attend school must complete a "Statement of Intent to Employ a Minor and Request for Work Permit" (CDE B1-1) for the school attendance for each such minor. (*EC* 49162)
- Employers must retain a "Permit to Employ and Work" (CDE B1-4) for each such minor. *(EC* 49161)
- Work permits (CDE B1-4) must be retained for three years and be available for inspection by sanctioned authorities at all times. (*EC* 49164)
- A work permit (CDE B1-4) must be revoked whenever the issuing authority determines the employment is illegal or is impairing the health or education of the minor. (*EC* 49164)

- A day of rest from work is required in every seven days, and shall not exceed six days in seven. (*LC* 551, 552)

Minors under the age of 18 may not work in environments declared hazardous or dangerous for young workers, examples listed below: (*LC* 1294.1 and 1294.5, 29 *CFR* 570 Subpart E)

1. Explosive exposure
2. Motor vehicle driving/outside helper
3. Roofing
4. Logging and sawmilling
5. Power-driven woodworking machines
6. Radiation exposure
7. Power-driven hoists/forklifts
8. Power-driven metal forming, punching, and shearing machines
9. Power saws and shears
10. Power-driving meat slicing/processing machines

HOURS OF WORK

16 & 17 Year Olds	14 & 15 Year Olds	12 & 13 Year Olds
Must have completed 7th grade to work while school is in session. (*EC* 49112)	Must have completed 7th grade to work while school is in session (*EC* 49112)	Labor laws generally prohibit non-farm employment of children younger than 14. Special rules apply to agricultural work, domestic work, and the entertainment industry. (*LC* 1285–1312)

School In Session

16 & 17 Year Olds	14 & 15 Year Olds	12 & 13 Year Olds
4 hours per day on any schoolday (*EC* 49112; 49116; *LC* 1391) 8 hours on any non-schoolday or on any day preceding a non-schoolday. (*EC* 49112; *LC* 1391) 48 hours per week (*LC* 1391) WEE students & personal attendants may work more than 4 hours on a schoolday, but never more than 8. (*EC* 49116; *LC* 1391, 1392)	3 hours per schoolday outside of school hours (*EC* 49112, 49116; *LC* 1391) 8 hours on any non-schoolday No more than 18 hours per week (*EC* 49116; *LC* 1391) WEE students may work during school hours & up to 23 hours per week. (*EC* 49116; *LC* 1391)	2 hours per schoolday and a maximum of 4 hours per week. (*EC* 49112)

School Not In Session

16 & 17 Year Olds	14 & 15 Year Olds	12 & 13 Year Olds
8 hours per day (*LC* 1391, 1392) 48 hours per week (*LC* 1391)	8 hours per day (*LC* 1391, 1392) 40 hours per week (*LC* 1391)	8 hours per day (*LC* 1391, 1392) 40 hours per week (*LC* 1391)

Spread of Hours

16 & 17 Year Olds	14 & 15 Year Olds	12 & 13 Year Olds
5 a.m.–10 p.m. However, until 12:30 a.m. on any evening preceding a non-schoolday (*LC* 1391) WEE students, with permission, until 12:30 a.m. on any day (*LC* 1391.1) Messengers: 6 a.m.–9 p.m.	7 a.m.–7 p.m., except that from June 1 through Labor Day, until 9 p.m. (*LC* 1391)	7 a.m.–7 p.m., except that from June 1 through Labor Day, until 9 p.m. (*LC* 1391)

For more information about child labor laws, contact the U.S. Department of Labor at http://www.dol.gov/, and the State of California Department of Industrial Relations, Division of Labor Standards Enforcement at http://www.dir.ca.gov/DLSE/dlse.html.