LETF members include:

Division of Occupational Safety & Health (Cal/OSHA)

Labor Commissioner's Office also known as the Division of Labor Standards Enforcement (DLSE)

Employment Development Department (EDD)

Contractors State License Board (CSLB)

California Department of Insurance (CDI)

California Department of Tax and Fee Administration (CDTFA)

Bureau of Automotive Repair (BAR)

State Attorney General (DOJ)

Alcoholic Beverage Control (ABC)

Other agencies may also be involved in the LETF investigation process through data sharing and enforcement.

The Labor Enforcement Task Force, under the direction of the Department of Industrial Relations, is a coalition of California State government enforcement agencies that work together and in partnership with local agencies to ensure employees are paid properly and have safe work conditions and honest, law abiding businesses have the opportunity for healthy competition.

This brochure contains general information and should not be considered a substitute for the law. If you have questions or need further guidance, please contact the LETF or one of the partner agencies.

Hotline: (855) 297-5322
Email: LETF@dir.ca.gov
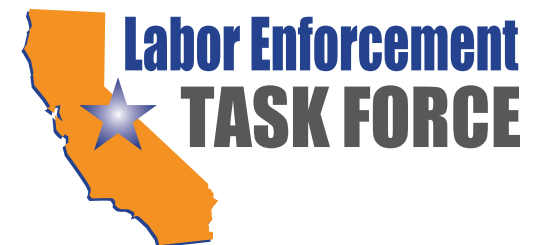Complete the online form on our web-page: www.dir.ca.gov/letf
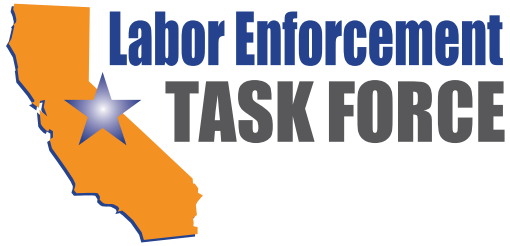
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2024

LETF INSPECTIONS
An Overview for Employers

DEPARTMENT OF INDUSTRIAL RELATIONS

Labor Enforcement TASK FORCE

www.dir.ca.gov/letf

Labor Enforcement
TASK FORCE

What does an LETF inspection entail?

Inspectors from various LETF partner agencies will do the inspection together as a team. A team leader will introduce all the team members to the business owner. LETF inspections last about an hour on average and follow this general format:

1. Opening conference
2. Review of records
3. Interviews with the employer and employees
4. Exit conference

During the exit conference, the inspectors will explain if any violations were found and if any citations will be issued. Employers always have the right to appeal citations.

Do I have to allow LETF inspectors into my business?

Yes, under California law:

- DLSE has the authority under California Labor Code section 90 to access all places of employment.

- EDD has the right under California Unemployment Insurance Code 1092 and 1085 to require employers to provide records for inspection at any time during the employing unit's business hours.

- Cal/OSHA has the authority under California Labor Code to issue citations for serious, willful, and repeat violations of health and safety laws, and will ask permission of the owner or manager to inspect the premises during the opening conference.

Why am I being inspected?

If an inspection is refused, the inspectors may obtain an inspection warrant.

LETF performs inspections of businesses statewide in many different industries.

Businesses are chosen for inspection using a number of factors, including, but not limited to: submission of a complaint from an informant regarding the business, and a history of past violations.

Alternatively, a business may be inspected as part of a strategic sample based on compliance levels in a given industry, seasonality, and location. A business may also be found through data-sharing between agencies.

What do I need to provide during an inspection?

LETF teams include inspectors from various agencies, and those team members will enforce the laws and regulations of their respective agencies.

The inspectors will identify the records they want to review. During the interview with the employer, the inspectors will ask about the operations of the business, including management structure, employees, and other information relevant to California labor, health and safety, payroll tax, and licensing laws.

Examples of records may include:

- Time and payroll records
- Validation for appropriate licenses
- Proof of workers' compensation insurance coverage
- Postings required by state and federal labor laws

The inspectors will also interview workers and visually inspect the job site.