



IDAHO INDUSTRIAL COMMISSION

PO Box 83720
Boise, ID 83720-0041
(208) 334-6000 - FAX (208) 334-2321
1-800-950-2110

COMMISSIONERS
Aaron White, Chairman
Thomas E. Limbaugh
Thomas P. Baskin

BRAD LITTLE, GOVERNOR

Mindy Montgomery, Director

February 9, 2021

RE: Notice of Insurance & Claim Filing Procedure to Employees

This letter offers guidance on the Commission's requirements for posting notices of insurance by an employer.

Idaho Code § 72-312 requires employers who have obtained a policy of workers' compensation insurance, as required by Idaho Code § 72-301, to post notices containing the name and address of their surety in conspicuous places about their place or places of business in Idaho.

This statute also requires that such notices to be in a form prescribed by the Commission. The prescribed form can be found on the Commission's website at:

https://iic.idaho.gov/wp-content/uploads/sites/111/2018/05/ba_sample_poster.pdf

The intent of this statute, and the Commission's prescribed form, is to ensure that employees know of the existence of the insurance policy required under Idaho Code § 72-301, the name and address of their employer's surety and what they must do to file a claim for an injury that may be covered by that policy.

For purposes of I.C. 72-312, the Commission does not consider the home of a remote employee working from home to be one of an employer's "place or places of business", such as to require posting of the notice mandated by that statute at such employee's home.

However, in order to fulfill the purpose of this law, when an employer does not have a place of business in Idaho where such notice is posted, they should still provide a copy of the prescribed notice of insurance to all of their Idaho employees who are permanently working from their homes. A completed form can be mailed, emailed, faxed, or otherwise delivered to employees who are working from their homes in Idaho.

The above is not new law, but is an agency interpretation of existing law. Further questions or comments can be directed to:

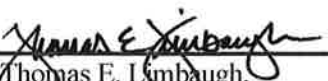
Evan Sailor, Employer Compliance Manager

Evan.Sailor@iic.idaho.gov


(208) 334-6099



Aaron White,
Chairman



Thomas E. Limbaugh,
Commissioner



Thomas P. Baskin,
Commissioner