

1 State of Arkansas
2 94th General Assembly
3 Regular Session, 2023
4

A Bill

SENATE BILL 522

5 By: Senator G. Leding
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For An Act To Be Entitled

8 AN ACT TO AMEND THE LAW REGARDING EMPLOYMENT; TO
9 AMEND THE RECORDS KEPT BY AN EMPLOYER; TO REQUIRE
10 CERTAIN RECORDS BE PROVIDED TO AN EMPLOYEE; AND FOR
11 OTHER PURPOSES.
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Subtitle

14 TO AMEND THE LAW REGARDING EMPLOYMENT; TO
15 AMEND THE RECORDS KEPT BY AN EMPLOYER;
16 AND TO REQUIRE CERTAIN RECORDS BE
17 PROVIDED TO AN EMPLOYEE.
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21 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:
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23 SECTION 1. Arkansas Code § 11-4-217 is amended to read as follows:
24 11-4-217. Records kept and provided by employer.

25 (a) Every employer subject to any provision of this subchapter or of
26 any rule issued under this subchapter shall make and keep for a period of not
27 less than three (3) years in or about the premises wherein any employee is
28 employed a record of the name, address, and occupation of each of his or her
29 employees, the rate of pay, the amount paid each pay period to each employee,
30 and such other information as the Director of the Division of Labor shall
31 prescribe by rule as necessary or appropriate for the enforcement of the
32 provisions of this subchapter or of the rules under this subchapter.

33 (b) The records shall be open for inspection or transcription by the
34 director or his or her authorized representative at any reasonable time.

35 (c) Every employer shall furnish to the director or to his or her
36 authorized representative on demand a sworn statement of the records and



1 information upon forms prescribed or approved by the director.

2 (d) Every employer subject to any provision of this subchapter or of
3 any rule issued under this subchapter shall furnish to each employee at the
4 time the employee's wages are paid an itemized statement in paper or
5 electronic format showing the:

6 (1) Pay basis in hours or days worked;

7 (2) Rate or rates of pay;

8 (3) Gross pay; and

9 (4) Deductions from the pay for the respective pay period.

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