



Attorneys Address Virginia's New Personnel Record Law with SHRM

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Upon written request, employers must hand over personnel records to employees under a new law starting July 1, 2019. In an interview with *SHRM*, attorneys Theresa Connolly and Lauren Goetzl said that employers are obligated to turn over the following pieces of information: dates of employment, wages or salary, job description and job title and any injuries suffered on the job. According to Theresa and Lauren, employers should consider appointing one person to receive and respond to all requests. This would ensure that employees know whom to ask about reviewing their files and that the employer is responding within the statutory time frames. "Because these laws vary greatly by jurisdiction, we recommend that employers consult with employment counsel in preparing policies and responding to personnel file requests," Theresa and Lauren said.

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