



Department of Fair Employment & Housing

2218 Kausen Drive, Suite 100 | Elk Grove | CA | 95758
800-884-1684 (voice) | 800-700-2320 (TTY) | California's Relay Service at 711
www.dfeh.ca.gov | email contact.center@dfeh.ca.gov

November 10, 2021

BURBANK, CA 915021866

RE: Notice of Potential Non-Compliance:
Failure to File Pay Data Report Required by Government Code section 12999
Case Number: PDRC-
Case Reporting Year: 2020

Dear Employer:

The law requires private employers of 100 or more employees (with at least one employee in California) to report pay and hours-worked data by establishment, job category, sex, race, and ethnicity to the Department of Fair Employment and Housing (DFEH) by March 31, 2021 and annually thereafter. By requiring large employers to report pay data annually to DFEH, the Legislature sought to encourage employers to self-assess pay disparities along gendered, racial, and ethnic lines in their workforce and promote voluntary compliance with equal pay and anti-discrimination laws.

Our records indicate that you are subject to this requirement, but may not have not submitted your Annual Pay Data Report which was due on March 31, 2021. If you have not yet filed your report, please file within 30 calendar days of this letter's date. If you have already filed your report, please let us know by following the link below to avoid future notices of noncompliance.

The report is not voluntary; it is required by state law. The law authorizes the DFEH to seek a court order requiring you to file your Annual Pay Data Report and to recover costs associated with seeking that order, including reasonable attorney fees. You can avoid these expenses by promptly filing your Annual Pay Data Report.

By December 10, 2021, please file your report online at: <https://www.dfeh.ca.gov/paydatareporting/>.

If you have already submitted your Annual Pay Data Report, or if you believe you are not required to file an Annual Pay Data Report, please go to <https://support.dfeh.ca.gov/hc/en-us/requests/new>. You will be asked to provide information that will help us resolve this matter.

If you are not sure if you need to file, please consult: <https://www.dfeh.ca.gov/paydatareporting/faqs/>, or for technical assistance, you can contact: paydata.reporting@dfeh.ca.gov.

Sincerely,

DFEH Pay Data Compliance Unit