**Section 252.30 Enforcement**

a) *An employee who believes his or her rights under the Act or this Part have been violated may, within 60 days after the date of the last event constituting the alleged violation for which the action is brought, file a complaint with the Department or file a civil action.*

b) Penalties

1) *An employer* found to have violated *any provision of the Act or this Part is subject to a civil penalty for each employee affected, as follows:*

A) *First offense, a civil penalty* of *$500;*

B) *Second or subsequent offense, a civil penalty* of *$1,000.* [820 ILCS 154/30]

2) For purposes of this subsection (b), an offense means each instance that an employer is found to have denied an employee bereavement leave, as provided for by 820 ILCS 154/10, or to have engaged in unlawful practices prohibited by 820 ILCS 154/20.

c) If the Department assesses a penalty in accordance with subsection (b), the Department shall serve the employer and employee, via certified mail, electronic mail if a party has consented, or any other verifiable means such as private carrier, with a Notice of Penalty containing the grounds for the decision and the penalty amount.