

EMPLOYMENT STANDARDS AND YOU

MOST ISLAND EMPLOYEES HAVE THESE RIGHTS

PAY & WAGES



- At least minimum wage
- Overtime (1.5 x regular pay) after working 48 hours in a week
- Pay for at least 3 hours when required to report for work
- Tips belong to employees
- Pay stubs showing deductions

SEXUAL HARASSMENT POLICY

Every employee is entitled to work free from sexual harassment. The employer is obliged to:



- ensure that no employee is subjected to sexual harassment
- have a sexual harassment policy
- make employees aware of the policy

BREAKS & REST PERIODS



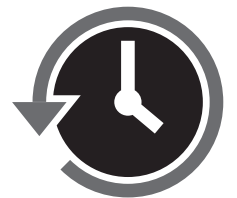
- 30 minute unpaid break after every 5 hours worked
- at least 24 consecutive hours of rest every seven days

YOUTH EMPLOYEES



Employees under 16 years of age have special rules under the *Youth Employment Act*.

TIME OFF



7 PAID HOLIDAYS

New Year's, Islander Day, Good Friday, Canada Day, Labour Day, Remembrance Day, Christmas Day

PAID VACATION

2 weeks for 1 to 8 years of continuous employment
3 weeks after 8 completed years

SPECIAL LEAVES

Bereavement, Court, Compassionate Care, Crime-Related Disappearance Or Death Of Child, Critically Ill Child, Family, Maternity/Parental/Adoption, Reservist, Sick

TERMINATION WITHOUT CAUSE



Employers must give employees written notice (or payment in lieu) where the employee has worked:

- 6 months to < 5 years: 2 weeks
- 5 years to <10 years: 4 weeks
- 10 years to <15 years: 6 weeks
- 15 years or more: 8 weeks

Resigning employees must give employer written notice:

- 6 months to < 5 years: 1 week
- 5 years or more: 2 weeks

THIS IS A GUIDE ONLY

To learn about your full rights and obligations under the *Employment Standards Act*

Contact: PEI Employment Standards at

(902)368-5550 or

toll-free at 1-800-333-4362 or

www.peiemploymentstandards.com

