

EMPLOYMENT STANDARDS

Introduction
The Labour Standards Act (the Act) is designed to provide fundamental protection to individual workers and create a level playing field for employers in the labour market by establishing standard employment practices.

Who is covered by the Act?
The Act applies to most employees in Newfoundland and Labrador, with some exceptions. It does not apply to agricultural employees, employees in the public sector, or certain other workers.

Hours of Work
A work week is a period of 7 continuous days used by the employer or, if the employer does not designate a week, a period of 7 continuous days beginning on any midnight on a Saturday.

Over-time
Over-time is to be paid when an employee works in excess of the standard working hours which has been set at 40 hours per week.

Wages and Pay
What is the current minimum wage?
The current minimum wage rate is \$16.00 per hour.

Deductions
What is deducted from wages?
Income tax
Canada Pension Plan contributions
Employer's contributions on vacation

Vacation
What is an employee's vacation?
Vacation pay is calculated as 4% of gross wages, including commissions and overtime for employees who have worked less than 15 continuous years with the same employer.

Annual Vacation
Who qualifies for an annual vacation?
To qualify for an annual vacation, an employee must have been employed with the employer for at least 12 continuous months and have worked at least 90% of the available working hours.

Public Holidays
How many paid public holidays are there?
There are 8 public holidays throughout the year, they are:
New Year's Day
Good Friday
Memorial Day (Canada Day)
Labour Day
Remembrance Day
Christmas Day

Reservist Leave
Who is eligible for reservist leave?
To qualify for leave, an employee must:
- be a member of the reserve forces
- have been employed by the employer for a consecutive month and must be required to be absent from work for the purpose of active deployment

Family Violence
Family violence allows an employee time off from work to address issues arising from family violence.

WORKPLACE VIOLENCE AND HARASSMENT

Workplace Violence and Harassment Due Diligence Checklist
This checklist is designed to help employers assess their workplace for potential risks of violence and harassment.

What is an employee's family violence leave for?
An employee's family violence leave is a period of time during which an employee is permitted to take time off from work to address issues arising from family violence.

What is an employee's compassionate care leave for?
An employee's compassionate care leave is a period of time during which an employee is permitted to take time off from work to care for a family member who is critically ill.

What is an employee's critical illness leave for?
An employee's critical illness leave is a period of time during which an employee is permitted to take time off from work to care for a family member who is critically ill.

What is an employee's bereavement leave for?
An employee's bereavement leave is a period of time during which an employee is permitted to take time off from work to grieve the loss of a family member.

What is an employee's parental leave for?
An employee's parental leave is a period of time during which an employee is permitted to take time off from work to care for a newborn child or to care for a child who is under the age of 18.

What is an employee's sick leave for?
An employee's sick leave is a period of time during which an employee is permitted to take time off from work to care for themselves if they are ill.

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OCCUPATIONAL HEALTH AND SAFETY

OH&S Program:
What is an occupational health and safety program?
The employer's plan for preventing incidents, injuries and occupational diseases is called an occupational health and safety (OH&S) program.

Who is responsible for developing an OH&S program?
Employers with ten or more workers must have an OH&S program. However, even workplaces with less than 10 workers will benefit from the development of an OH&S program.

Occupational Health and Safety Committees
A joint health and safety committee (JHSC) is composed of worker and employer representatives. Together, they should be mutually committed to improving health and safety conditions in the workplace.

Provincially-regulated employers (OHS Act)
Number of employees Who requires training
10 and up All OHS committees members

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