An **Employer** has **3 rights:**

1. Be able to **direct** his **company**.
2. To **modify** the **working conditions**, agreed with the worker.
3. To **punish** the **worker**, but cannot be sanctioned only with loss of salary or with loss of days of holidays or parties.

Also, he has **responsibilities:**

1. To make the **workplace safe**, and to ensure the **health and safety** of those working in or visiting the workplace you control.
2. To **provide** all employees with **a contract**.
3. An employer has a **social responsibility**, duty, and obligation to its employees to **pay them fairly for the work they do**.
4. To **pay** their employees **on time**.
5. An employer should **avoid** making **major changes to employee's job** to the point where their job description no longer reflects the job description in their contract.
6. An employer has a legal obligation to **keep all personal information**, including medical records, **confidential**.
7. Employers must **treat their employees as anyone else**. Employees should not be discriminated against for any reason.
8. **Pay** any **outstanding wages** and may also have to pay you an extra amount for unused holiday time, severance pay, reasonable notice and/or repatriation.
9. Must **pay** their employees wages **while they are off work sick**.

**Responsibility** of an **Employee**:

1. Take care of your **own health and safety.**
2. To turn up to **work on time** and perform the **duties outlined in your job description.**
3. To **complete the tasks** set by your manager to the **best of your ability.**
4. Be **aware** of the **health and safety of colleagues.**
5. Don’t disclose the employer’s confidential information
6. Look after the employer’s property
7. Be prepared to change when the job changes
8. Be honest

**Rights** of an **Employee**:

1. Rights applied by the **contract**.
2. **Statutory rights**: are legal rights based on laws passed by Parliament.

(Some workers are not entitled to certain statutory rights such as, freelance workers

Some rights are gained after certain worked hours:

i. **After six months** employment with an employer, you are entitled to **five days' paid sick leave a year**. You can take sick leave **for yourself or to care for your spouse or partner, dependent child or parent.** Unused sick leave can accumulate up to 20 days.

* 1. The right to have a written employment agreement. It can be either an individual agreement or a collective agreement.
  2. The right to be paid at least the national minimum wage
  3. The right not to have illegal deductions made from pay
  4. The right to paid holidays
  5. The right to time to join a trade union
  6. The right to paid maternity/paternity leave
  7. The right not to be discriminated against
  8. **To rest and meal breaks that are appropriate to the length of your work** **period** and that provide you with a reasonable opportunity, during the work period, for rest, refreshment, and to attend to personal needs.
  9. There are **11 public holidays each year**. If they fall on days you would normally work, you are entitled to be **paid for that day**, even if you do not actually work on that day.