

## Annual Vacation Entitlements

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Two weeks per year after 12 consecutive months and three weeks per year after five consecutive years.

## Averaging Agreements

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A written agreement may be implemented if the employer and employee agree to average work hours over a period of one to four weeks, averaging no more than 40 hours per week for determining overtime eligibility. Work weeks may also be compressed as part of these agreements. Exceeding these requirements requires a variance issued by the director of employment standards.

## Calculating Overtime

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Overtime hours are calculated on daily and weekly bases. For weekly overtime, overtime hours are calculated on hours worked in excess of 40 hours in a week and paid at 1.5 times the regular wage rate, using only the first eight hours worked in each day. For daily overtime, hours worked in excess of eight hours in a day are paid 1.5 times the regular wage rate and any hours worked in excess of 12 hours daily are paid twice the regular wage rate.

## Employer Termination Notice

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- No notice required for less than three consecutive months of employment;
- One week for three consecutive months of employment but less than one year;
- Two weeks of notice for 12 consecutive months of employment but less than three years; and
- Three weeks of notice for three consecutive years plus one additional week of notice for each additional year of employment to a maximum of eight weeks of notice.

## Hours Free From Work

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32 consecutive hours free from work each week and at least eight hours free from work between each shift.

## Maximum Hours Before Overtime

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Eight hours per day and 40 hours per week.

## Minimum Daily Hours of Work

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Employees who report to work for a scheduled shift of eight hours or less and are not required to work are entitled to pay for two hours; four hours of pay if the shift was scheduled for longer than eight hours.

## Minimum Wage

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\$17.85 per hour.

## Overtime Rate

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1.5 times the employee's regular wage rate for daily hours worked in excess of eight hours and two times for daily hours worked in excess of 12.

## Overtime Required?

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Yes, employees are not specifically entitled to refuse reasonable overtime.

## Pay for Public Holidays Worked

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Holiday pay (calculated as average daily wages for previous 30 days) plus 1.5 times regular wage rate up to 12 hours worked plus twice regular wage rate for any hours worked over 12 hours.

### Protected Leaves

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- Illness or injury leave;
- Maternity leave;
- Parental leave;
- Family responsibility leave;
- Compassionate care leave;
- Reservists' leave;
- Leave respecting disappearance of child;
- Leave respecting death of child;
- Bereavement leave;
- Critical illness or injury leave;
- Leave respecting domestic or sexual violence;
- Jury duty;
- COVID-19-related leave;
- Leave for COVID-19 vaccination;
- Time for voting;
- Leave to be a candidate in an election;
- Educational leave for joint health and safety committee members; and
- Emergency and disaster management leave.

### Public/Statutory/General Holidays

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1. New Year's Day
2. Family Day
3. Good Friday
4. Victoria Day
5. Canada Day
6. British Columbia Day
7. Labour Day
8. National Day for Truth and Reconciliation
9. Thanksgiving Day
10. Remembrance Day
11. Christmas Day

### Scheduled Breaks

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Employees who work more than five consecutive hours are entitled to an unpaid 30-minute meal break. If the employee must work or be available to the employer during their break, the break must be counted as time worked by the employee.

### Termination Pay in Lieu of Notice

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Termination pay in lieu of notice is equal to all regular wages the employee would have earned in those weeks if they had worked throughout the applicable notice period.

### Time off in Lieu

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Employees may request in writing for the employer to establish a time bank for overtime hours worked, to be saved as either 1.5 times per hour (for hours exceeding eight), two times per hour (for hours exceeding 12) or as stipulated in an averaging agreement.

### Training Requirements

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- Occupational Health and Safety Awareness
- WHMIS 2015
- Preventing Workplace Bullying, Harassment, and Violence