CBA Legal Health Check

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Non-unionized employees

A Canadian Bar Association series supporting legal wellness

This card offers a checklist of issues to keep in mind when working as a non-unionized employee. It can help you prevent problems, understand what legal issues to look out for and avoid costly mistakes.

- ☐ Do you have an employment contract that you understand? Are you adequately protected if you lose your job?
- ☐ What paid statutory holidays are you entitled to? Vacation? Overtime? Check the government website for employment standards in your province or territory.*
- ☐ Does your employer follow government standards and make reasonable efforts to provide a safe workplace? Consult the government department responsible for workplace safety to learn more.
- ☐ If you have a disability or health issue, has your employer tried to accommodate you? Have you given your employer medical information outlining the nature and extent of the issue, how it impacts you on the job, and how long it is expected to last?
- ☐ Is your workplace free of discrimination and harassment? Does your employer promptly investigate and address complaints? Your provincial or territorial human rights commission will have more information about what's required in your region.
- ☐ Have you been fired or laid off in a way you think was unfair? Were you given proper notice? Learn more about your rights on government websites for employment standards in your province or territory.

**Most workplaces are covered by provincial or territorial laws, but some are regulated by the federal government. If that is true for your workplace, check the federal government website.*

Legal advice can help you know the answers to these questions and more. Resources are available online, from a legal information provider, government websites or a legal clinic that assists employees.

LAW. YOU. CHECK IT OUT.

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