

Your Rights at Work in Alberta

Employment Standards Laws

There are rules in place that protect employees and outline the minimum standards that employees are entitled to regarding:



Vacation and
Vacation Pay



Hours of Work
and Rest



Holidays and
Holiday Pay



Maternity and
Parental Leave



Overtime and
Overtime Pay



Termination of
Employment



Wages



Alberta's Employment Standards Code



Alberta's *Employment Standards Code* applies to most workplaces in Alberta.



It does not apply to employees covered under the *Canada Labour Code*.



Certain parts of the *Code* do not apply to certain jobs, including:

- Farm or ranch workers
- Domestic employees
- Construction/repair workers
- Supervisors or managers
- Some sales employees
- Extras in films or videos
- Some professionals (including lawyers, accountants, dentists and veterinarians)



alberta.ca/employment-standards.aspx



Canada Labour Code



The *Canada Labour Code* only applies to federal government employees or federally regulated industries, including:

- Railways and shipping
- Telephone and cable systems
- Radio and TV broadcasting
- Transportation (including road and air)
- Banking
- Some First Nation communities and activities



It does not apply to managers or supervisors working in these industries.



canada.ca/en/services/jobs/workplace.html



Filing a Complaint

There is no cost to filing a complaint. If you choose to hire a lawyer to help you, you will have to pay for the lawyer yourself.



It is important to keep accurate records, including your timesheets and other records of your work hours.



You should file your complaint as soon as possible. If you are no longer employed by your employer you must make your complaint within a certain amount of time.



You can read more about the complaint process and the required documentation online.

If Alberta's *Employment Standards Code* applies to your situation, you can file a complaint with **Alberta Employment Standards**.

You must file your complaint within **6 months** after your last day of work.

You can make a complaint online at:

alberta.ca/file-employment-standards-complaint.aspx

If the *Canada Labour Code* applies to your situation, you can file a complaint with the **Labour Program**.

If you are claiming unjust dismissal, you must make your complaint within **90 days** of your last day of work. You have **6 months** from the time the claim arose to file all other complaints.

For more information about filing a complaint, visit:
canada.ca/en/employment-social-development/services/labour-standards/reports/filing-complaint.html

Once you have completed the forms, you can submit it to the Labour Program office nearest you.

For more info about your rights at work visit:

www.cplea.ca/rightsatwork

You should not rely on this infographic for legal advice. It provides general information on Alberta law only.

This publication acknowledges funding provided by the Alberta Human Rights Education and Multiculturalism Fund.

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Operating as: Centre for Public Legal Education Alberta



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