



## WORKERS' ACTION CENTRE

### ALL employees have rights!

#### Even if:

**You are paid in CASH**

**You do not have a WORK PERMIT**

**You do not have a SIN number**

**You have rights under  
the Employment Standards Act**

**Questions? Call our hotline:  
1-855-531-0778 | 416-531-0778**



## WORKERS' ACTION CENTRE

### 所有的僱員都有法律權利!

#### 即便是:

**您是以現金方式支薪**

**您沒有工作簽證**

**您沒有SIN社保號碼**

**您仍受《就業標準法》保障**

**有疑問? 撥打我們的熱線電話**

**1-855-531-0778 | 416-531-0778**

The Employment Standards Act applies to all employees in Ontario.

Even if you are on probation, work part-time or through a temporary help agency.

Even if you sign a contract agreeing to work below these standards, you cannot sign away these rights.

It is illegal for your employer to punish you for asking about your employment rights at work.

There are special rules that apply to some types of workers. Call the Workers' Action Centre if you have questions about your specific situation.

### TIPS FOR PROTECTING YOURSELF AT WORK

Only share your immigration status details with people you trust. Your employer, recruiter or temp agency does not need to see your passport, and it is illegal for them to hold on to your passport, work visa, or any other important document.

You may need to provide your employer with an address where you can safely pick up your mail. That does not have to be the address of where you live, if you do not feel safe providing this information.

Keep your own records to help prove what wages you are owed, including:

- What you were paid and when
- Your hours of work
- The dates you worked
- Where you worked and what you did each day

Find out as much as you can about your employer, including:

- Their name, address, phone number and email;
- Their license plate number
- Their company name and information (business address, business partners, etc.)
- If working for a subcontractor, the name and contact information of the contractor

Keep records or take pictures of all your employment documents, including:

- Any contract you sign
- Your pay statements
- Cheques you received
- Any communications (texts, emails) that you have with your employer or supervisor

《就業標準法》適用於安大略省管轄權內的所有僱員。包括那些:

- 即便您未通過試用期、從事兼職工作或您是通過臨時中介所找的臨時性工作;

- 即便您已經簽署了合同同意在低於法例標準的情況下工作, 您仍然擁有這些法律權利。

僱主如果因為您在工作期間詢問自己的就業權利而對您進行懲罰, 則屬於違法行為。

有些特殊規定僅適用於某些類型的僱員。如果您對自己的處境有疑問, 請致電 **Workers Action Center**

**416-531-0778 | 1-855-531-0778**

### 在工作中保護自己的小建議

- 與同事交流: 如果您在工作中遇到了麻煩, 您的同事可能也會遇到同樣的問題。團結就是力量!

- 只與您信任的人分享您的移民狀況。

- 您的僱主、招聘人員或臨時工中介不需要查看您的護照。任何扣留您的護照、工作簽證或任何其Ta重要文件的行為都是違法的。

- 您可能會被要求向僱主提供一個郵遞地址。如果您感到不安全, 您不一定要提供您的居住地址。

自己的工作記錄要留底, 以證明您被拖欠工資, 包括

- 您所收到的工資和甚麼時候收到
- 您工作的時間
- 您工作的日期
- 工作地點和每天的工作內容

盡可能多地了解僱主的信息, 包括:

- Ta們的姓名、地址、電話號碼和電子郵件;
- 車牌號碼
- 公司名稱和信息 (公司地址、業務合作夥伴等)
- 如果您給分包商工作, 找到分包商的名字和通訊資訊。

保存或拍攝所有的僱傭文件, 包括:

- 您簽署的任何合同
- 您的工資單
- 您收到的支票
- 您與僱主或主管的任何通信 (包括短信、電子郵件等)

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## MINIMUM WAGE

General Minimum Wage: \$17.60 per hour (as of October 1, 2025).

Student Minimum Wage (under 18 years old, working less than 28 hours per week): \$16.60

You must be paid at least minimum wage, even if you are paid in cash or do piece-work. There are a few exceptions but the general minimum wage applies to most workers.

## PUBLIC HOLIDAY PAY:

There are 9 public holidays in Ontario: New Year's Day, Family Day, Good Friday, Victoria Day, Canada Day, Labour Day, Thanksgiving, Christmas Day, Boxing Day.

Most employees receive the day off with pay. You must work your regularly scheduled shift before and after the holiday to qualify.

If you work on the public holiday you are supposed to be paid 1.5 x your regular pay for the day and your public holiday pay.

## OVERTIME PAY

For most employees, after working 44 hours in one week, you should get 1.5 x your regular pay for every hour you work.

## HOURS OF WORK

Maximum Hours of Work: 8 hours per day / 48 hours per week.

Eating Break: at least 30 minutes unpaid (or 2 x 15 minutes) every 5 hours

Your employer can set a longer workday than 8 hours, as long as you are working less than 48 hours per week.

If your employer wants you to work longer, they must get your agreement in writing.

## VACATION PAY

You should get 4% of all the wages you earn from the moment you start working for an employer. This is called vacation pay.

Even if you work for one day or one week you are entitled to 4% for each hour worked. After one year of working for the same employer, you should get 2 weeks of paid vacation time and 3 weeks of paid vacation time after 5 years.

Your employer may pay you vacation pay on every pay cheque or they may pay it to you when you take your vacation.

If you think your rights have been violated, please call us. **All calls are free and confidential.**

You can also file a claim for free at the Ministry of Labour: 1-800-531-5551 | [labour.gov.on.ca](http://labour.gov.on.ca)

## 安省最低工資 Minimum Wage

一般最低工資：17.60 加幣（每年 10 月 1 日，都會根據消費物價指數而上調。）；

學生最低工資（18 歲以下，每週工作時間少於 28 小時）：16.60 加幣（每年 10 月 1 日，都會根據消費物價指數而上調。）。

即使是現金支付或計件的工作，您也必須至少被支付最低工資。有一些例外情況，但一般最低工資適用於大多數工人。

## 公共假日工資 Public Holiday/Statutory Holiday Pay

安大略省有 9 個公共假日：

元旦 (New Year's Day)、家庭日 (Family Day)、耶穌受難日 (Good Friday)、維多利亞日 (Victoria Day)、加拿大國慶日 (Canada Day)、勞動節 (Labour Day)、感恩節 (Thanksgiving)、聖誕節 (Christmas Day)、節禮日 (Boxing Day)。

大多數員工會在這些節假日帶薪休假。您必須在節假日前後安排的正常班次上班，才符合獲得公共假日工資的條件。如果您在公共節假日工作，您應獲得當天正常工資的 1.5 倍的酬勞和公共節假日工資。

## 超時工資 Overtime Pay

對於大多數僱員而言，在一週工作 44 小時後，每工作 1 小時，您應獲得正常工資的 1.5 倍薪水。

## 工作時間 Hours of Work/Work Hours

- 最高工時上限：每週 48 小時。
- 用膳時間：每 5 小時至少 30 分鐘無薪用餐時間（或 2 x 15 分鐘）。
- 如果您每週工時低於 48 小時，您的單日工時可超過 8 小時。
- 如果僱主希望您工作更長的時間，他們必須得到您的書面同意。

## 帶薪年休假 Vacation Time and Vacation Pay

工作滿一年後，您應獲得 2 週的帶薪休假時間 (Vacation Time)；工作滿 5 年後，您應獲得 3 週帶薪休假時間。

休假時間 (Vacation Time) 和休假工資 (Vacation Pay) 是不同的：

即使您在工作的第一年不符合休假條件，或者沒有休假，您仍然有權獲得休假工資，即您的休假工資為從您開始為僱主工作的那一刻起，您所賺取的全部工資的 4%；為同一僱主工作 5 年後，休假工資 (Vacation Pay) 為您所賺全部工資的 6%。

僱主可以在每張工資單上支付休假工資 (vacation pay)，也可以在您休假時支付給您。

如果您認為您的權利可能受到了侵犯，請致電我們：416-531-0778 | 1-855-531-0778

您也可以免費向勞工部提出申索：1-800-531-5551 | [www.labour.gov.on.ca/](http://www.labour.gov.on.ca/)