



# Employment Standards Act Refresher

## *Forewarned is Forearmed*

**Wednesday, July 16<sup>th</sup>, 2008**

The Employment Standards Act sets the rules for employment practices in your office and in the field. Your current work rules may fall short of your statutory obligations even though they are well accepted by your staff. You usually find out you are not in compliance too late and are faced with months of back pay owed. Forewarned is forearmed and this two hour seminar should ensure you are not incurring a liability. Among the questions answered will be:

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| ✓ How many holidays are employees entitled to?         | ✓ Who is a manager?  |
| ✓ Can leaving early from work count as holiday time?   | ✓ Are managers/salaried employees ever entitled to overtime? |
| ✓ How does travel time work when it comes to overtime? | ✓ How do you calculate statutory holiday pay?                |
| ✓ What kinds of training do I have to pay for?         | ✓ How can I create flexible work schedules?                  |

Our speaker, **Andrea Zwack of Heenan Blaikie**, is an expert in the Employment Standards Act especially as it relates to the unique nature of the BC construction industry.

**Location:** Inn at Westminster Quay, 900 Quayside Drive  
New Westminster, 604-520-1776

**Time:** 8:30-10:30am. Registration starts at 8:00am

**Cost:** \$60.00 for ICBA members (\$70 non-members)  
Light refreshments will be served

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***Seating is limited; please register by Wednesday, July 9, 2008 to ensure a spot!*** Please fax this form to ICBA at 604-298-2246

**Company:** \_\_\_\_\_ (circle one) **Member/Non Member**

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Names of Registrant(s) and Position:**

\_\_\_\_\_

\_\_\_\_\_

**Where did you hear about this seminar?** \_\_\_\_\_

Payment: Cheque      Credit Card      VISA / MASTERCARD (circle one)

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