



GOVERNMENT OF BERMUDA
Department of Labour

KNOW YOUR RIGHTS AT WORK





1. MINIMUM WAGE

CURRENT MINIMUM WAGE:
\$17.13 PER HOUR
(EFFECTIVE 1 SEPTEMBER 2025).

WHO IS ENTITLED TO THE MINIMUM WAGE?

- ✓ Full time employees
- ✓ Part time employees
- ✓ Casual workers
- ✓ Temporary employees
- ✓ Students

WHO IS NOT ENTITLED?

- ✗ Workers under 18
- ✗ Grocery packers working casually
- ✗ Voluntary workers
- ✗ Apprentices during the first 12 months of a registered apprenticeship programme
- ✗ Immediate family members working in a family business

GRATUITIES, SERVICE CHARGES AND COMMISSIONS

If you receive gratuities, service charges or commissions, your employer may set a base wage and use these earnings to meet the minimum wage requirement.

If your combined earnings do not reach the minimum wage, **your employer must make up the difference.**





2. EMPLOYMENT CONTRACTS

WRITTEN STATEMENT OF EMPLOYMENT:

If you work **15 HOURS OR MORE PER WEEK**, your employer must provide you with a **written statement of employment** within one week of starting work.

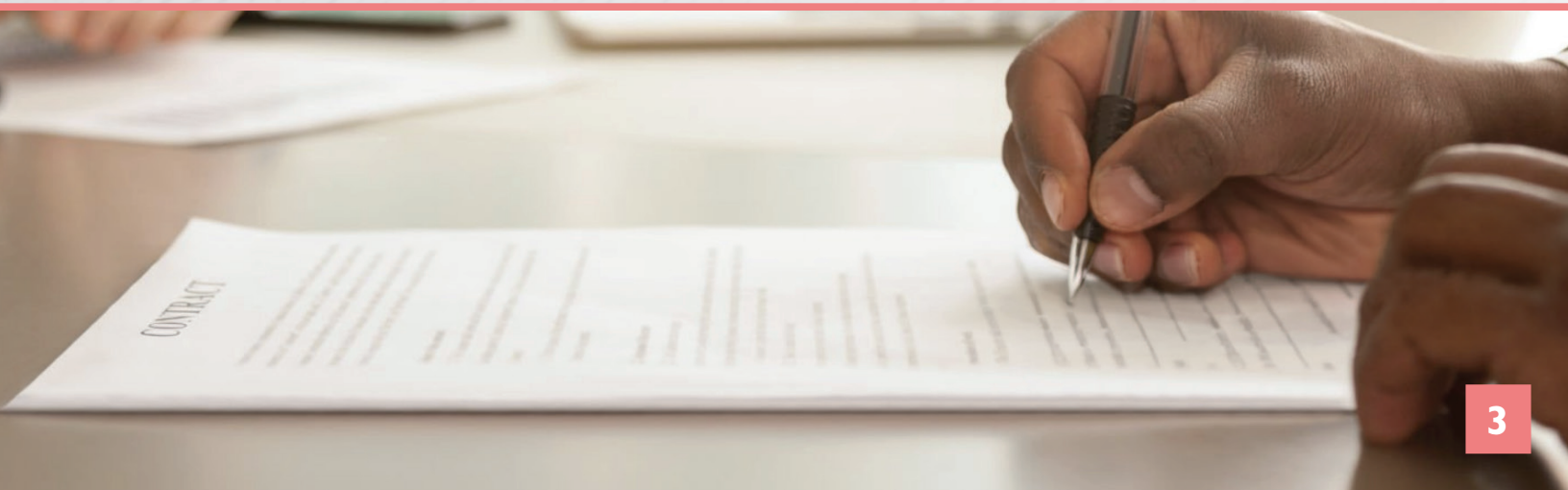
THIS DOCUMENT OUTLINES:

- Job title
- Hours of work
- Wage rate
- Overtime arrangements
- Vacation and leave
- Notice requirements

Casual workers, part time employees, students, voluntary and temporary workers must also receive a modified written statement of employment.

FIXED TERM CONTRACTS

Some employees are hired for a specific project or for a set period. These contracts have a clear **start date and end date**.





3. PAY AND WAGE PROTECTION

ITEMIZED PAY STATEMENT: MUST BE PROVIDED BY EMPLOYER

ITEMIZED PAY STATEMENTS

Employers must provide an **itemized pay statement** before or when wages are paid. This statement must include:

- Pay period
- Hours worked
- Rate of pay
- Gross wages
- Net wages
- Deductions
- Bonuses or gratuities

WAGE DEDUCTIONS

Employers may deduct wages in limited situations, such as:

- Payroll errors
- Wage overpayments
- Industrial action affecting work





4. HOURS OF WORK, BREAKS AND OVERTIME

STANDARD WORK WEEK: A TYPICAL WORK WEEK IS 40 HOURS.

OVERTIME

Hours worked beyond 40 hours per week are considered overtime.

Employees are generally entitled to:

- Time and a half pay, or
- Time off in lieu, if agreed in writing

Some salaried positions may include overtime within the annual salary agreement.

Rest Days

Employees must receive at least 24 consecutive hours of rest each week.

MEAL BREAKS

Employees are entitled to a minimum 30 minute meal break after five continuous hours of work.





5. WORKPLACE RIGHTS

EVERY WORKPLACE SHOULD BE FREE FROM BULLYING AND SEXUAL HARASSMENT.

BULLYING

Habitual offensive behaviour directed at an employee or group of employees.

SEXUAL HARASSMENT

Sexually offensive or suggestive behaviour that creates an uncomfortable workplace environment.

Employers must have a **written policy addressing bullying and sexual harassment** and provide it to employees when employment begins.





6. LEAVE ENTITLEMENTS

WORK ON A PUBLIC HOLIDAY? EMPLOYEE ENTITLED TO A PAID HOLIDAY



**2 WEEKS
PAID
VACATION**



**8 PAID
SICK DAYS
PER YEAR**



**13 WEEKS
PAID
MATERNITY**

PUBLIC HOLIDAYS

Employees who work on a public holiday may be entitled to a **paid holiday** unless agreed otherwise in writing.

VACATION LEAVE

Employees are entitled to:

- **2 weeks paid** vacation after completing one year of continuous employment

After six months of employment, employees may use **one week of vacation** if they are expected to complete the year.

SICK LEAVE

Employees are entitled to **8 paid sick days per year** after completing one year of employment.

MATERNITY LEAVE

Employees who have completed one year of employment are entitled to **13 weeks of paid maternity leave**.

Employees with less than one year of service may receive **13 weeks unpaid maternity leave**.

PATERNITY LEAVE

Employees with one year of service are entitled to **5 consecutive paid days of paternity leave**.

Employees with less than one year may receive **5 consecutive unpaid days**.





7. PROBATION AND TERMINATION

PROBATION PERIOD: EMPLOYERS MAY REQUIRE UP TO SIX MONTHS.

PROBATION PERIOD

Employers may require a probation period of **up to six months**.

Employers may extend probation by **up to three additional months**.

Employees shall receive a performance review halfway through their probation period.

TERMINATION

After probation, employees must provide notice of termination according to their employment agreement.

Employees may request a **Certificate of Termination** outlining:

- Employment dates
- Job title
- Salary or wages
- Reason for termination (if requested)

REDUNDANCY

If a position becomes redundant, employees must be informed and consulted before termination.

Employees with over one year of service may be entitled to severance allowance.

LAYOFFS

Employers may temporarily lay off employees for operational reasons for up to four months.





8. PROTECTION OF EMPLOYEE RIGHTS

IT IS UNLAWFUL: TO TERMINATE OR PENALIZE AN EMPLOYEE FOR ASKING ABOUT THEIR EMPLOYMENT RIGHTS

It is **unlawful for an employer to terminate or penalize an employee** for asking about their employment rights or raising workplace concerns.

Employers cannot terminate employment while an employee is on:

- Vacation leave
- Maternity leave
- Paternity leave
- Bereavement leave
- Sick leave (up to 6 weeks)





9. TRADE UNION RIGHTS

**TRADE UNION:
35% OF EMPLOYEES IN A WORKPLACE
SUPPORT THE APPLICATION**

Freedom of association is a fundamental right.

A trade union may apply for certification if **at least 35% of employees in a workplace support the application.**





10. YOUNG WORKERS

EMPLOYERS MUST: ENSURE YOUNG FEMALE WORKERS ARE ABLE TO TRAVEL HOME SAFELY.

Young persons have special protections.

- Children under **15 years old** cannot work in industrial employment.
- Workers aged **16–17** may work at night but cannot work past **midnight**.

Employers must ensure young female workers are able to travel home safely.



NEED HELP OR HAVE QUESTIONS?

Department of Labour, Ministry of Economy and Labour
3rd Floor of Sophia House, 48 Church Street, Hamilton HM 12

Phone: (441) 297 7716

Email: departmentoflabour@gov.bm

Hours: Monday – Friday, 8:45am – 5:00pm



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