Employee Wages Policy Checklist



WHAT'S THE PROBLEM:

Every workplace should have an Employment or HR Manual that includes a policy on wages, salaries, benefits and other economic terms of employment. There are 2 broad sets of provisions such a policy needs to address:

- Wages and benefits provided to employees under the requirements of the employment standards laws of your jurisdiction; and
- Other benefits provided to employees under collective agreements or individual employment contracts.

HOW TOOL HELPS SOLVE THE PROBLEM:

Here's an Employee Wage Policy Checklist you can use to vet your own policy—or create a new policy if you don't currently have one at your workplace. Because contract benefits are so different from organization to organization, this Checklist focuses on benefits provided under employment standards laws.