

# Your rights at Work

## Fairness at work is a top priority for the GMB...

That means ensuring that your rights at work are respected. Whether it's about protection from victimisation, tackling discrimination, improving pensions, raising health and safety standards or enforcing employment rights, GMB provides top quality support and assistance. Here you will find specific information about your rights at work - to a safe and healthy work environment, to equal pay and to legal rights that protect your terms and conditions.

## Your Entitlements

You have many rights when you go to work. These rights are backed up by laws that apply wherever you work and whatever job you do. The GMB trade union assists to enforce these rights in the workplace.

If you are working in a skilled industry such as engineering, shipbuilding or construction, or anywhere that is covered by national bargaining agreements then you are entitled to the rates of pay, holidays, overtime, bonuses and other premia set out in those agreements.

## National Living Wage and the National Minimum Wage

The hourly rate for the minimum wage depends on your age and whether you're an apprentice.

You must be at least:

- [school leaving age](#) to get the National Minimum Wage
- aged 25 to get the National Living Wage - the minimum wage will still apply for workers aged 24 and under

## Current rates

These rates are for the National Living Wage and the National Minimum Wage. The rates change every April.

Year	25 and over	21 to 24	18 to 20	Under 18	Apprentice
October 2016	£7.20	£6.95	£5.55	£4.00	£3.40
<b><u>April 2017</u></b>	£7.50	£7.05	£5.60	£4.05	£3.50

## Apprentices

[Apprentices](#) are entitled to the apprentice rate if they're either:

- aged under 19
- aged 19 or over and in the first year of their apprenticeship

**Example** An apprentice aged 22 in the first year of their apprenticeship is entitled to a minimum hourly rate of £3.40

Apprentices are entitled to the minimum wage for their age if they both:

- are aged 19 or over
- have completed the first year of their apprenticeship

**Example** An apprentice aged 22 who has completed the first year of their apprenticeship is entitled to a minimum hourly rate of £6.95

## Previous rates

The following rates were for the National Living Wage and the National Minimum Wage from April to October 2016.

Year	25 and over	21 to 24	18 to 20	Under 18	Apprentice
April 2016	£7.20	£6.70	£5.30	£3.87	£3.30

•

## Other rights at Work

- You are entitled to 28 days paid holiday each year, based on 5 day week, pro rata for p/t workers.
- You must have a 20 minute break after six hours work and 11 hours break between shifts.
- You cannot be forced to work more than 48 hours a week if you do not want to.
- You must have a written statement of your main terms and conditions of employment that includes details of your job, your hours, pay and holidays.
- You have the right to work in a safe and healthy workplace.
- You have the right to be paid the correct amount, on time that you have earned.
- You have the legal right to join a trade union such as GMB.

- You have the right to be represented at work by GMB to represent you and negotiate on your behalf where the GMB is recognised.
- You have the right to be represented at work by GMB at a disciplinary or grievance hearing - even if your employer does not recognise the union.
- You have the right not to be victimised for joining the GMB. It is against the law for you to be sacked for being in a union or for contacting a union.
- You have the right to get a union recognised where you work - if a majority of the workforce agree.
- You have a right against being dismissed unfairly. Your employer could be made to pay you up to £78.335 if you are unfairly dismissed.

**You are more likely to get these rights if you belong to the GMB**

**NOT A MEMBER OF THE GMB YET? Read On!**

Ask yourself the following questions

- Does your employer consult the workforce BEFORE changes are made to your working practices?
- Are you given the opportunity to have your say?
- Do you work in a healthy and safe environment?
- Is your pay reviewed on a regular basis?

If you have answered NO to any of these then we may be able to help you and your colleagues.

In law, you have a right to join a union and membership is confidential between the member and the union and can remain that way if subs are paid by direct debit or cash. However if subs are paid by check-off the employer will know they are a member because of making the deductions from wages so it is like waiving that confidentiality.

If 50% plus one employees in your place of work join GMB, we can apply for recognition. This means GMB can come into your company and directly negotiate on your behalf. Even without recognition, we can represent our members at disciplinary and grievance hearings and meetings.

=====  
==