



## Mandatory New Employment Standards Poster

The Ministry of Labour has prepared and published a new Employment Standards Poster – “Employment Standards in Ontario – with the purpose of ensuring that employers know their obligations under the Act and employees understand their rights.” The poster is version 6.0.

Effective May 1, 2015, employers must post the most recent version of the poster in the workplace where it is likely to come to the attention of employees. The new poster replaces the earlier version of the poster and, as such, earlier versions should be removed. The poster must be posted in English, however, if the majority language in the workplace is not English, the employer is required to post a copy of the poster in that language next to the English poster. The new version of the poster is available in the following languages: English, French, Arabic, Chinese (simplified), Chinese (traditional), Hindi, Portuguese, Punjabi, Spanish, Tagalog, Thai and Urdu. The poster must be printed on 8.5” x 11” paper in either colour or black and white.

- The English poster is available free of charge at:  
<http://www.labour.gov.on.ca/english/es/pdf/poster.pdf>.
- The French poster is available free of charge at:  
<http://www.labour.gov.on.ca/french/es/pdf/poster.pdf>.
- The posters available in other languages (also free of charge) are available at:  
<http://www.labour.gov.on.ca/english/es/pubs/poster.php>.

Employers are also required to provide employees who are covered by the *Employment Standards Act* with a copy of the most recent version of the poster. Current employees must be provided with a copy of the poster by June 19, 2015. Employees hired after May 20, 2015 must be provided with a copy of the policy within 30 days of their hire. If the employee requests a copy of the poster in a language other than English and it is a language in which the Ministry publishes the poster, the employee must be provided with the English version and a version in the requested language.

The poster can be provided in printed form or as an attachment to an e-mail to the employee. The poster can also be provided via a link to the document on an internet database as long as the employer ensures that the employee has reasonable access to that database, ensures that the employee has access to a printer and that the employee knows how to use the computer and printer.

