



International
Labour
Office

An Introduction to the Garment Industry

**better
factories**
Cambodia

What you need to know



Rights and Responsibilities

#1- You should not pay anyone to get a job.



#2- An employment contract sets out your rights and responsibilities.



#3- You must follow the Internal Work Rules of the company.



Rights and Responsibilities

#4- Overtime is voluntary.



#5- No one can collect your wages unless you permit them.



#6- You get paid holidays. You should get sick leave as long as you have a medical certificate.



Rights and Responsibilities

#7- Stealing from the factory is not allowed and you can be fired for it.



#8- You can join a union or not. No one can force you to be a union member or to resign from a union.

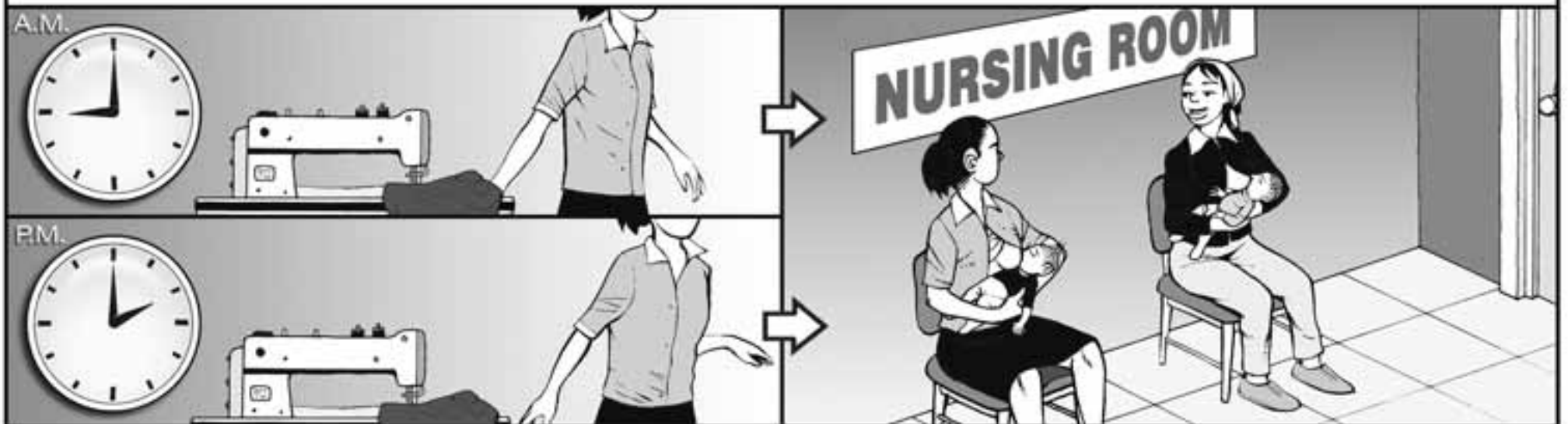


Rights and Responsibilities

#9- If you have a baby you get 90 days maternity leave. During the first two months after returning to work from maternity leave the employer should give you light work only.



#10- If you want to nurse your baby you get one hour per day of paid breast-feeding breaks.



Rights and Responsibilities

#11- All forms of harassment, including sexual harassment, are not allowed in the workplace.



Occupational Health and Safety

#12- The workplace has to be clean. The employer must provide an infirmary.

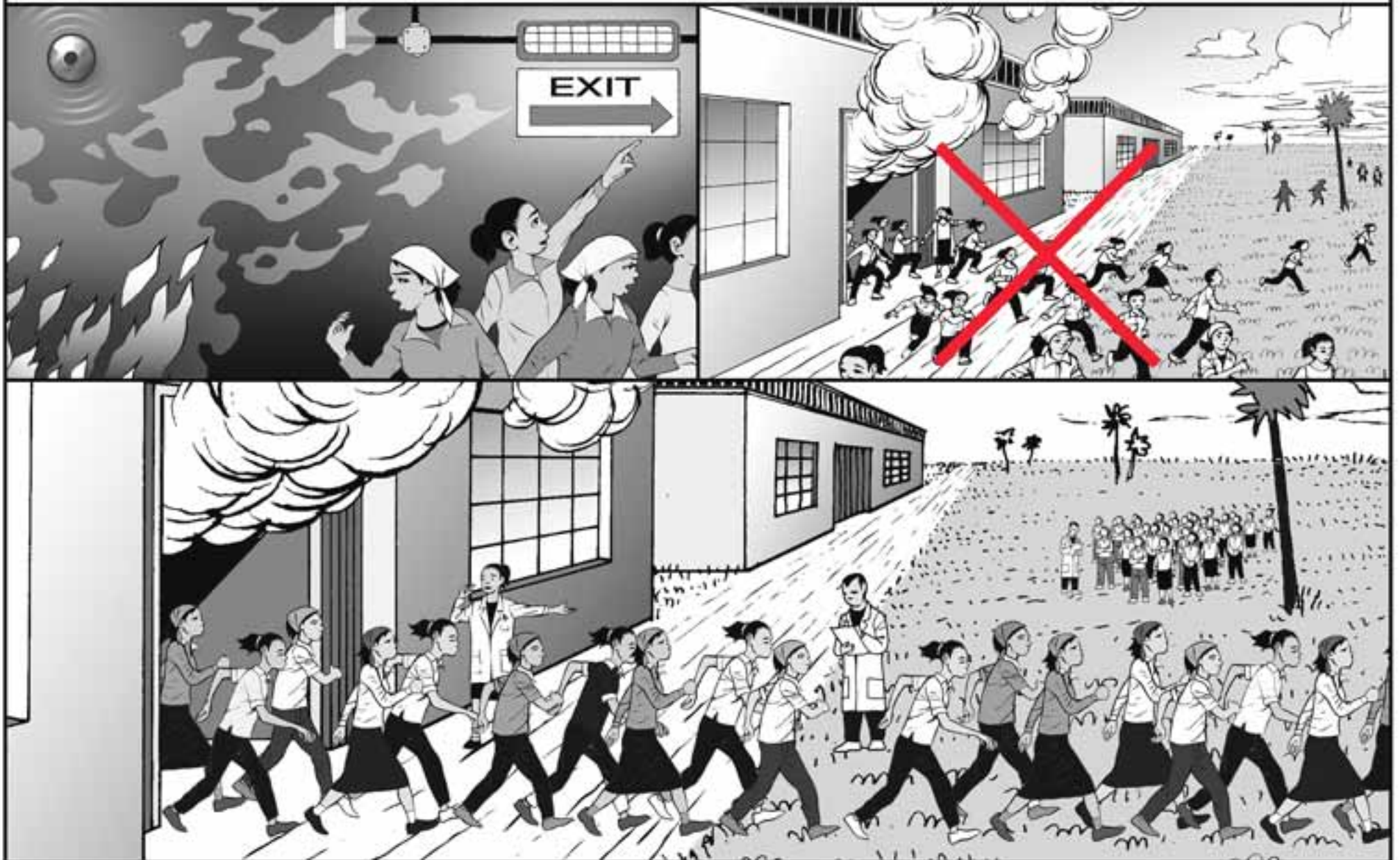


#13- For safety, you may have to use Personal Protection Equipment (PPE) and machine guards properly while working.



Occupational Health and Safety

#14- When you hear the fire alarm, stay calm and proceed to your nearest exit.



Labor Dispute Resolution

#15- Negotiation (talking together to solve a problem)



When there is collective dispute, the employer and the employees must negotiate to resolve the problem.

#16- Conciliation (helping conflicting parties to solve a problem)



If the employer and the employees cannot resolve their dispute through negotiation, the conciliators from the Ministry will try to assist them.

#17- Arbitration (making a decision on a labor dispute)



If conciliation fails, the dispute must be referred to the Arbitration Council. The Arbitration Council will decide the dispute according to the Cambodian Labor Law.

#18- Legal Strike



If negotiation, conciliation and arbitration fail to resolve the dispute, the workers have the right to strike.

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