

Prince Edward Island Employment Standards & Regulations	
Minimum Wage	\$10.00 per hour.
Call-in Pay	3 hours at regular wage.
Overtime Hours	Hours in excess of 48 hours per week. Note: In certain industries an exemption order has been issued extending overtime hours.
Overtime Pay	1 ½ times the regular rate of pay.
Leaves of Absence	
Maternity Leave	Up to 17 weeks of unpaid leave. Note: To be eligible, employee must have been employed for at least 20 continuous weeks.
Parental Leave	Up to 35 weeks of unpaid leave. Note: To be eligible, employee must have been employed for at least 20 continuous weeks prior to commencing the leave. Note: Available to either parent.
Adoptive Leave	52 weeks of unpaid leave. Note: To be eligible, employee must have been employed for at least 20 continuous weeks.
Bereavement Leave	On the death of an immediate family member or extended family member of an employee, a) 1 day of paid leave and up to 2 consecutive days of unpaid leave if immediate family member; b) Up to 3 consecutive days of unpaid leave if extended family member. Note: If leave is taken, it must begin no later than the day of the funeral. Note: Immediate family includes employee's spouse, child, parent, brother or sister. Extended family includes grandparent, grandchild, brother-in-law, sister-in-law, mother-in-law, father-in-law, son-in-law or daughter-in-law. Note: Employees entitled regardless of length of employment.

Sick Leave	<p>Up to 3 days of unpaid leave.</p> <p>Note: To be eligible, employee must have been employed for a period of at least 6 continuous months.</p>
Compassionate Care Leave	<p>Up to 8 weeks of unpaid leave to care and support a family member with a serious medical condition who has a significant risk of dying within 26 weeks.</p> <p>Note: Employees entitled regardless of length of employment.</p>
Family Leave	<p>Up to 3 days of unpaid leave to meet responsibilities related to the health or care of a person who is a member of the employee's immediate or extended family.</p> <p>Note: To be eligible, employee must have been employed for a period of 6 continuous months.</p>
Reservists Leave	<p>Unrestricted unpaid leave for a member of the Canadian Forces Reserve who is absent from work for purpose of service.</p> <p>Note: To be eligible, employee must have been employed with the same employer in civilian employment for at least 6 consecutive months.</p>
Jury Leave	<p>Unrestricted unpaid leave to attend jury duty.</p> <p>Note: Employee entitled regardless of length of employment.</p>
Vacation Time	After 1 year of continuous employment: 2 weeks.
Vacation Pay	After 1 year of employment: 4% of annual wages.
Paid Holidays	<p>New Year's Day</p> <p>Islander Day (Third Monday in February)</p> <p>Good Friday</p> <p>Canada Day</p> <p>Labour Day</p> <p>Remembrance Day</p> <p>Christmas Day</p>
Paid Holiday Pay	<p>If not worked: Holiday pay equal to regular rate of pay.</p> <p>If worked:</p>

	<p>a) holiday pay (as calculated above) plus 1 ½ times the employee's regular rate of wages for hours worked, <i>or</i></p> <p>b) regular rates for the number of hours worked plus a day off with holiday pay on another mutually agreed upon day before the next day of the employee's annual vacation.</p> <p>Note: Among other requirements to be eligible for holiday pay, employee must have been employed for at least 30 calendar days before the statutory holiday and must have received wages for at least 15 of those 30 days.</p>	
Notice of Termination by Employer	Length of Service	Required Notice
	Less than 6 continuous months	None
	6 continuous months but less than 5 years	2 weeks
	5 continuous years but less than 10 years	4 weeks
	10 continuous years but less than 15 years	6 weeks
	15 or more continuous years	8 weeks
Record Keeping	<p>Retain records for 3 years after work performed.</p> <p>Note: Other agencies, such as the Canada Revenue Agency, may require employers to keep different types of records for different lengths of time.</p>	
Some Posting Requirements	<p>Employers must post the following in the workplace:</p> <ul style="list-style-type: none"> • A copy of all applicable Minimum Wage orders; <i>and</i> • Signs indicating the restrictions on smoking in a public place. 	

** Last updated April 2012 **