

DEPARTMENT OF INDUSTRIAL AND EMPLOYMENT RELATIONS

The DIER provides a service to companies and workers to promote a fair and fruitful employment relationship.

EMPLOYEES' RIGHTS

SATISFACTION

Diversity



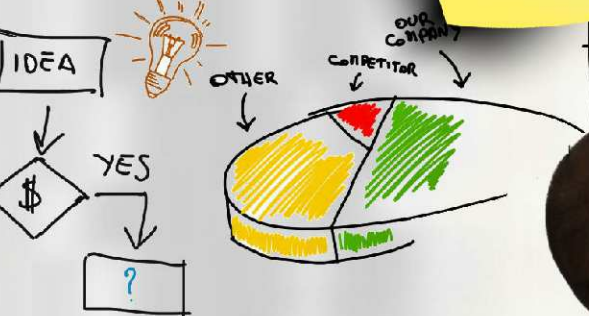
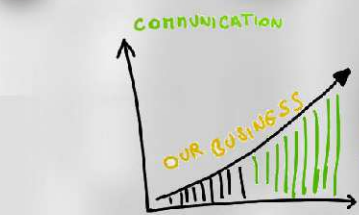
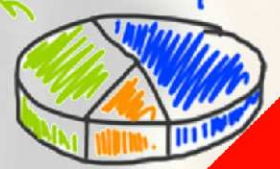
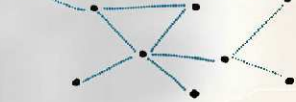
INNOVATION

STRATEGY VISION

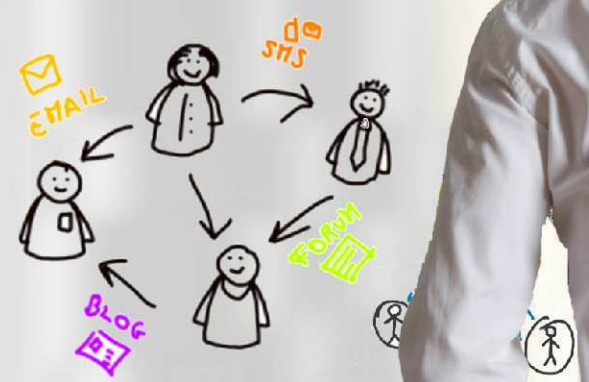
SUCCESS

QUALITY VISION

RESEARCH



INFORM AND CONSULT



USE ALL COMMUNICATION

AVOID DISPUTES

Resource pack

Note about using this manual

The scope of this publication is to provide a quick reference for practitioners in the field of labour law. The manual is divided into two sections. The first section deals with minimum wages and the second deals with other minimum entitlements.

The rates of pay indicated in the minimum wages section refer to the minimum provided by the National Standard Order and by the relating Wage Regulation Order (WRO). The WROs regulate some employment conditions which also include the minimum rates of pay of employees who work in specific economic sectors. In cases where the manual refers to “next pages for detailed wages” is due to the fact that the relating WRO splits the minimum rates according to the category of employees and thus a detailed classification of wages is provided in the subsequent pages.

The manual is intended as a quick reference and must not replace references to the Employment and Industrial Relations Act (CAP 452) or the relevant WRO. For further assistance about conditions of employment kindly contact the:

Customer Care Section of the Department of Industrial and Employment Relations (DIER)

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The Opening Hours are:

Summer (16th June – 30th September) 0800hrs – 1200hrs

Winter (1st October – 15th June) 0800hrs – 1600hrs

Note about using this manual

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata
Agriculture & Allied Industries	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€164.52	€162.19	Pro rata
Beverage Industries	See next pages for detailed wages								
Canning Industry	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata
Cargo Clearance & Forwarding Agents' (Burdhara) Employees	<i>Employment of not less than 4 hrs on any one day -- equivalent of a day's work.</i>				€171.16	€4.28	Pro rata		
Cinemas & Theatres	See next pages for detailed wages								
Clay & Glass Products	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata
Construction	€153.46	€3.84	€156.04	€3.90	€166.85	€4.17	€169.18	€166.85	Pro rata
Domestic Service	See next pages for detailed wages								
Electronics Industry	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata
Food Manufacture Industries	€154.90	€3.87	€157.07	€3.93	€162.19	€4.05	€164.52	€162.19	Pro rata
Hire (Cars or Private Buses)	See next pages for detailed wages								
Hospitals & Clinics	See next pages for detailed wages								
Hotels & Clubs	See next pages for detailed wages								
Jewellery & Watches	See next pages for detailed wages								
Laundries	€153.46	€3.84	€156.04	€3.90	€162.19	€4.05	€166.27	€162.19	Pro rata
Leather Goods & Shoes Industries	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€164.52	€162.19	Pro rata

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata
Paper, Plastics, Chemicals & Petroleum	See next pages for detailed wages								
Printing & Publishing	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata
Private Cleaning Services	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05			Pro rata
Private Schools	See next pages for detailed wages								
Private Security Services									
-- Wardens	€193.92	€4.85	€193.92	€4.85	€193.92	€4.85			Pro rata
-- Other employees	€158.98	€3.97	€158.98	€3.97	€162.19	€4.05	(as per NSO)		Pro rata
Professional Offices	See next pages for detailed wages								
Public Transport	<i>for Employment of not less than four hours in any one day --equivalent of a day's work.</i>				€162.19	€3.38			Pro rata on 48 hrs
Seamen	See next pages for detailed wages								
Sextons & Custodians	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05			Pro rata
Textiles & Allied Industries	€152.57	€4.05	€155.41	€4.05	€162.19	€4.05	€164.52	€162.19	Pro rata on minimum wage for 18 yrs and over
Tobacco Manufacture Industry	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€164.52	€162.19	Pro rata
Transport Equip., Metal & Allied Indus.	€154.04	€3.85	€156.37	€3.91	€163.36	€4.08	€163.36	€163.36	Pro rata
Travel & Insurance Agencies	See next pages for detailed wages								
Wholesale & Retail Trades	€153.46	€3.84	€156.04	€3.90	€163.36	€4.08	€165.68	€163.36	Pro rata
Woodworks	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€164.52	€162.19	Pro rata

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata
Beverage Industries									

	Whole - time Employees		Part-time rates	
All categories				
At age 16 years	€153.46		€3.84	Pro rata
At age 17 years	€156.04		€3.90	Pro rata
At age 18 years	€162.19		€4.05	Pro rata
At age 20 years and over	€165.10 rising by annual increments of €0.58 per week up to €166.26		€4.13 up to €4.16	Pro rata
Watchmen	€165.10 rising by annual increments of €0.58 per week up to €166.26		€3.44 up to €3.46	Pro rata on 48 hrs

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata

CINEMAS AND THEATRES

EMPLOYEES	Weekly	Hourly	Part-Time Rates
Projectionist	€166.85	€3.63	Pro rata on 46 hrs
Ass. Projectionist	€164.52	€3.58	Pro rata on 46 hrs
Staff Manager	€166.85	€3.63	Pro rata on 46 hrs
Barman	€164.52	€3.58	Pro rata on 46 hrs
Cashier	€164.52	€3.58	Pro rata on 46 hrs
Usher / Usherette	€164.52	€3.58	Pro rata on 46 hrs
Controller	€164.52	€3.58	Pro rata on 46 hrs
Learners			
18 years and over	€162.19	€3.53	Pro rata on 46 hrs
17 years	€155.41	€3.38	Pro rata on 46 hrs
16 years	€152.57	€3.32	Pro rata on 46 hrs
Other employees	€162.19	€3.53	Pro rata on 46 hrs

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	rdPrata
DOMESTIC SERVICE									

All categories

Full - time

Group 1	€724.97	per month
Group 2	€720.31	per month
Group 3	€167.43	per week
Group 4	€165.68	per week

Part - time

Group 5 *	€27.61	per day --	when exceeding 4 hrs in any 1 day
Group 6 *	€4.14	per hr --	up to 4 hrs in any 1 day

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	prPrata

HIRE (CARS OR PRIVATE BUSES)

Whole - time Employees	Weekly	Hourly
<i>Clerk / Receptionist</i>	€169.18	See note 1
<i>Drivers</i>	€168.60	See note 2
<i>Conductors / Attendants, other employees, excluding watchmen</i>		
aged 18 years and over	€164.85	See note 3 & 4
aged 16 or 17 years	€162.19	See note 3 & 4
<i>Watchmen</i>		
Indoors	€164.85	€3.43 (pro rata on 48 hrs)
Outdoors	€167.18	€3.48 (pro rata on 48 hrs)

Part - time Employees

Note 1: Clerk / Receptionist (pro rata on 42 hours)		
(i) for the first 3 hours or less in any day	€12.09	
(ii) for each hour or part thereof in excess of the first 3 hours in any one day	€4.03	per hour

Note 2: Drivers (pro rata on 46 hours)		
(i) for the first 3 hours or less in any day	€11.01	
(ii) for each hour or part thereof in excess of the first 3 hours in any one day	€3.67	per hour

Note 3: Conductors & Attendants (pro rata on 46 hours)		
	18 yrs	under 18 years
(i) for the first 4 hours or less in any day	€14.32	€14.12
(ii) for each hour or part thereof in excess of the first 4 hrs in any one day	€3.58	€3.53

Note 4: Other employees, excluding watchmen (pro rata on 46 hours)		
	18 yrs	under 18 years
(i) for the first 3 hours or less in any one day	€10.74	€10.59
(ii) for each hour or part thereof in excess of the first 3 hrs in any one day	€3.58	€3.53

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates	
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata	
HOSPITALS AND CLINICS										
	Whole - time Employees						Part-time rates			
Category 'A'										
Hospital/Clinic Attendants	€8433.91 per annum rising by €55.90 per annum up to €8806.61						Pro rata			
Enrolled Nurse	€8697.13 per annum rising by €83.86 per annum up to €9712.45						Pro rata			
Staff Nurse/State Registered Nurse	€9181.64 per annum rising by €83.86 per annum up to €9531.88, and after €9531.88 per annum rising by €111.81 per annum up to €10225.66						Pro rata			
Category 'B'										
Hospital Auxiliaries										
<i>Servants & Laundry Employees</i>	€162.19 per week rising by annual increments of €1.16 per week up to €167.99						€4.05 up to €4.20		Pro rata	
<i>Fatigeman/ Fatigewoman/ Labourers/ Caretakers/ Gatekeepers</i>	€165.10 per week rising by annual increments of €1.75 per week up to €170.35						€4.13 up to €4.26		Pro rata	
Semi - skilled Labourers	€169.76 per week rising by annual increments of €1.75 per week up to €175.01						€4.24 up to €4.38		Pro rata	
Skilled Workers	€172.09 per week rising by annual increments of €1.75 per week up to €180.24						€4.30 up to €4.51		Pro rata	
Non - Industrials (Clerk, Appt. Clerk, Clerk Typist)	€166.27 per week rising by annual increments of €1.75 per week up to €176.17						€4.16 up to €4.40		Pro rata	

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata

HOSPITALS AND CLINICS cont.

Category 'C'	Whole - time Employees	Part-time rates	
Dental Auxiliaries			
1st year in profession under the age of 18 yrs	€162.19 per week	€4.05	Pro rata
After 1st year	€165.68 per week rising by annual increase of €1.28 per week up to €172.08	€4.14 up to €4.30	Pro rata
Dental Laboratory Assistant			
At age 16 years	€152.57	€3.81	Pro rata
At age 17	€155.44	€3.89	Pro rata
At age 18	€165.10 per week rising by annual increments of €1.75 per week up to €170.35	€4.13 up to €4.26	Pro rata
Dental Mechanics (with qualifications)	€9181.64 per annum rising by annual increments of €3.86 up to €9531.88 and after €9531.88 per annum rising by annual increments of €11.81 up to €10225.66		Pro rata
Dental Mechanics (without qualifications)	€172.09 per week rising by annual increase of €1.75 per week up to €178.50	€4.30 up to €4.46	Pro rata

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata
HOTELS AND CLUBS									
HOTELS									
	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate			
Employer supplies a meal a day	€152.22	€3.81	€154.78	€3.87	€162.12	€4.05			Pro rata
Employer supplies two meals a day	€150.82	€3.77	€153.39	€3.83	€160.72	€4.02			Pro rata
Neither of the above applies	€153.46	€3.84	€156.02	€3.90	€163.36	€4.08			Pro rata
Rates irrespective of age		Weekly			Hourly				
Musicians		€180.29			€6.01				Pro rata on 30 hrs
Watchmen indoors		€163.36			€3.40				Pro rata on 48 hrs
Watchmen outdoors		€165.68			€3.45				Pro rata on 48 hrs
CLUBS									
	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	
All employees	€153.46	€3.84	€156.04	€3.90	€162.19	€4.05	€165.52	€162.19	Pro rata
COFFEE SHOPS, BARS, RESTAURANTS									
Employees in:	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	
Restaurants	€153.46	€3.84	€156.04	€3.90	€163.36	€4.08	€165.68	€163.36	Pro rata
Coffee shops and bars	€153.46	€3.84	€156.04	€3.90	€163.36	€4.08	€165.68	€163.36	Pro rata

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata
JEWELLERY AND WATCHES									
	Weekly		Hourly						
Employees other than watchmen									
18 Years and over									
During the first two years in employment	€162.19		€4.05						Pro rata
During the third year in empl.	€166.27		€4.16						Pro rata
During the fourth year in empl.	€168.60		€4.22						Pro rata
During the fifth year in empl.	€170.93		€4.27						Pro rata
16 years	€152.57		€3.81						Pro rata
17 years	€155.41		€3.89						Pro rata
Watchmen independently of their age									
Indoor duties	€162.19		€3.38						Pro rata on 48 hrs
Outdoor duties	€164.52		€3.43						Pro rata on 48 hrs

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata
PAPER, PLASTICS, CHEMICALS & PETROLEUM									
Skilled employees	Weekly		Hourly						
During the first year of employment	€164.52		€3.74		Pro rata on 44 hrs				
During the second and subsequent years in employment	€166.27		€3.78		Pro rata on 44 hrs				
Unskilled employees	F/T		P/T						
18 years or over	€162.19		€3.69		Pro rata on 44 hrs				
17 years	€155.41		€3.53		Pro rata on 44 hrs				
16 years	€152.57		€3.47		Pro rata on 44 hrs				
Watchmen	€166.27		€3.46		Pro rata on 48 hrs				

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata
PRIVATE SCHOOLS									

	Monthly	Hourly	
Teachers	€774.48	€6.62	Pro rata on 27 hrs

	Weekly	Hourly	
Employees other than maids employed in schools with full residential facilities to students	€167.43	€3.81	Pro rata on 44 hrs
Maids employed in schools with full residential facilities to students			
At age 16 years	€152.57	€3.47	Pro rata on 44 hrs
At age 17	€155.41	€3.53	Pro rata on 44 hrs
At age 18 years or over - first year	€162.19	€3.69	Pro rata on 44 hrs
-one year thereafter	€164.52	€3.74	Pro rata on 44 hrs
Watchmen			
Indoors	€162.19	€3.38	Pro rata on 48 hrs
Outdoors	€164.52	€3.43	Pro rata on 48 hrs

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata
PROFESSIONAL OFFICES									

	16 years		17 years		18 years and over		
	Weekly	Hourly	Weekly	Hourly	Weekly	Hourly	
CATEGORY 1 on engagement Watchmen	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05 €3.38	Pro rata Pro rata on 48 hrs
CATEGORY 2 on engagement	€152.57	€3.81	€155.41	€3.89	€162.77	€4.07	Pro rata
CATEGORY 3 During the first, second and third year of employment in the category During the fourth and subsequent years of employment in the category	€152.57	€3.81	€155.41	€3.89	€163.94 €166.27	€4.10 €4.16	Pro rata Pro rata
CATEGORY 4 During the first, second and third year of employment in the category During the fourth and subsequent years of employment in the category	€152.57	€3.81	€155.41	€3.89	€165.10 €167.43	€4.13 €4.19	Pro rata Pro rata

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata
PROFESSIONAL OFFICES cont.									

	16 years		17 years		18 years and over		
	Weekly	Hourly	Weekly	Hourly	Weekly	Hourly	
CATEGORY 5							
During the first, second and third year of employment in the category	€152.57	€3.81	€155.41	€3.89	€168.60	€4.22	Pro rata
During the fourth and subsequent years of employment in the category					€170.93	€4.27	Pro rata
CATEGORY 6							
During the first year of employment in the category	€152.57	€3.81	€155.93	€3.90	€173.26	€4.33	Pro rata
During the second year of employment in the category			€160.12	€4.00	€177.91	€4.45	Pro rata
During the third and subsequent years of employment in the category					€182.67	€4.57	Pro rata

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata

SEAMEN

	16 years		17 years		18 years and over		
	Weekly	Hourly	Weekly	Hourly	Weekly	Hourly	
CATEGORY A: Light duty tugs or lighters							
Coxswain	€166.27	€4.16	€167.44	€4.19	€168.60	€4.22	Pro rata
Engine Driver	€165.10	€4.13	€166.27	€4.16	€167.43	€4.19	Pro rata
Pumpman	€163.35	€4.08	€164.52	€4.11	€165.68	€4.14	Pro rata
Watchman	€161.03	€3.35	€162.20	€3.38	€163.36	€3.40	Pro rata on 48 hrs
Seaman or other calling	€162.77	€4.07	€163.94	€4.10	€165.10	€4.13	Pro rata
CATEGORY B: Heavy duty tugs							
Master	€174.42	€4.36	€175.59	€4.39	€176.75	€4.42	Pro rata
Engineer	€170.93	€4.27	€172.10	€4.30	€173.26	€4.33	Pro rata
Boatswain	€163.94	€4.10	€165.11	€4.13	€166.27	€4.16	Pro rata
Greaser	€163.94	€4.10	€165.11	€4.13	€166.27	€4.16	Pro rata
Watchman	€161.03	€3.35	€162.20	€3.38	€163.36	€3.40	Pro rata on 48 hrs
Seaman or other calling	€163.35	€4.08	€164.52	€4.11	€165.68	€4.14	Pro rata
CATEGORY C: Luzzus							
Master	€174.42	€4.36	€175.59	€4.39	€176.75	€4.42	Pro rata
Coxswain	€166.27	€4.16	€167.44	€4.19	€168.60	€4.22	Pro rata
Engineer	€170.93	€4.27	€172.10	€4.30	€173.26	€4.33	Pro rata
Engine Driver	€161.03	€4.03	€162.20	€4.06	€163.36	€4.08	Pro rata
Watchman	€165.10	€3.44	€166.27	€3.46	€167.43	€3.49	Pro rata on 48 hrs
Seamen or other calling	€162.77	€4.07	€163.94	€4.10	€165.10	€4.13	Pro rata

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata

SEAMEN cont.

	16 years		17 years		18 years and over		
	Weekly	Hourly	Weekly	Hourly	Weekly	Hourly	
CATEGORY D: Gozo ferry							
Captain	€184.25	€4.61	€185.42	€4.64	€186.58	€4.66	Pro rata
Coxswain	€168.60	€4.22	€169.77	€4.24	€170.93	€4.27	Pro rata
Boatswain	€166.27	€4.16	€167.44	€4.19	€168.60	€4.22	Pro rata
First Engineer	€177.96	€4.45	€179.13	€4.48	€180.29	€4.51	Pro rata
Second Engineer	€173.25	€4.33	€174.42	€4.36	€175.58	€4.39	Pro rata
Third Engineer/Engine Driver	€167.43	€4.19	€168.60	€4.2	€169.76	€4.24	Pro rata
Seamen /Deckhand	€162.77	€4.07	€163.94	€4.10	€165.10	€4.3	Pro rata
Watchman	€161.03	€3.35	€162.20	€3.38	€163.36	€3.40	Pro rata on 48 hrs
Other calling	€162.77	€4.07	€163.94	€4.10	€165.10	€4.13	Pro rata

CATEGORY E: Yachts, Pleasure Boats, etc.

Skipper/Captain	€175.58	€4.39	€176.75	€4.42	€177.91	€4.45	Pro rata
Engineer	€170.93	€4.27	€172.10	€4.30	€173.26	€4.33	Pro rata
Engine Driver	€165.68	€4.14	€166.85	€4.17	€168.01	€4.20	Pro rata
Coxswain	€166.27	€4.16	€167.44	€4.19	€168.60	€4.22	Pro rata
Boatswain/Mate	€163.94	€4.10	€165.11	€4.13	€166.27	€4.16	Pro rata
Seaman/Deckhand	€161.61	€4.04	€162.78	€4.07	€163.94	€4.10	Pro rata
Watchman	€161.03	€3.35	€162.20	€3.38	€163.36	€3.40	Pro rata on 48 hrs

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	Pro rata

TRAVEL AND INSURANCE

INDUSTRIAL EMPLOYEES	Weekly	Hourly	
at age 18 or over	€162.19	€4.05	Pro rata
at age 17	€157.53	€3.94	Pro rata
at age 16	€155.20	€3.88	Pro rata

Watchmen	Weekly	Hourly	
at age 18 or over	€162.19	€3.38	pro rata on 48 hours
at age 17	€157.53	€3.28	pro rata on 48 hours
at age 16	€155.20	€3.23	pro rata on 48 hours

NON - INDUSTRIAL EMPLOYEES	Weekly	Hourly	
During the first year of employment in the establishment	€162.19	€4.05	Pro rata
During the second year of employment in the establishment	€164.52	€4.11	Pro rata
During the third year of employment in the establishment	€166.85	€4.17	Pro rata
During the fourth year of employment in the establishment	€171.51	€4.29	Pro rata

MINIMUM WEEKLY WAGES FOR 2013

	16 years (weekly)	Hourly rate	17 years (weekly)	Hourly rate	18 years and over (weekly)	Hourly rate	Watchmen outdoors (weekly)	Watchmen indoors (weekly)	Part-Time Rates
National Minimum (in absence of an applicable WRO)	€152.57	€3.81	€155.41	€3.89	€162.19	€4.05	€162.19	€162.19	rdPrata

Other Minimum Entitlements

Part-Time Hours

Part-timers' hours of work, calculated on a weekly basis or on an average over a period of employment of up to one year, are less than the normal hours of work of a comparable whole-time employee.

Vacation Leave

Every worker is entitled to paid annual leave of at least the equivalent in hours of 4 weeks and 32 hours calculated on the basis of a 40 hour working week, and an 8 hour working day.

In cases where the average weekly working time, calculated on the basis of a reference period of 17 weeks, is below or exceeds 40 hours per week, the annual leave entitlement in hours shall be adjusted accordingly.

The average weekly working time shall be calculated on the normal hours of work of the employee and shall not include overtime hours.

When an employee has been in employment for less than twelve months in any calendar year, the worker shall be entitled to such annual leave as is in proportion to the period in employment.

Industries	Full-Time Hours	Sick Leave (to be availed of in hours) See Note 1	Birth Leave	Marriage Leave	Bereav- ement Leave	Injury Leave	Jury Leave
Agriculture & Allied Industries	Watchmen See Note 13	48	1 day	3 days	2 days	1 year	all days full pay
	Other employees	40					
Beverage Industries	Watchmen See Note 13	48	2 days	3 days	2 days	1 year	all days full pay
	Other employees	40					

Section 2: Other Minimum Entitlements

Industries	Full-Time Hours	Sick Leave (to be availed of in hours) See Note 1	Birth Leave	Marriage Leave	Bereavement Leave	Injury Leave	Jury Leave
Canning Industry	Watchmen	48 See Note 13	1 day	3 days	2 days	1 year	all days full pay
	Other employees	40					
Cargo Clearance & Forwarding Agents' (Burdnara) Employees	All Employees	40	2 days	3 days	2 days	1 year	all days full pay
Cinemas & Theatres	All Employees	46 See Note 2	1 day	3 days	2 days	1 year	all days full pay
Clay & Glass Products	Watchmen	48 See Note 13	2 days	3 days	2 days See Note 3	1 year	all days full pay
	Other employees	40					
Construction	Watchmen	48 See Note 13	2 days	3 days	2 days	1 year	all days full pay
	Other employees	40					
Domestic Service	All Employees	40	2 days	3 days	2 days	1 year	all days full pay
Electronics Industry	Security guards	48 See Note 13	2 days	4 days (following 3 months in employment)	2 days	1 year	all days full pay
	Shift workers	38					
	Other employees	40					

Section 2: Other Minimum Entitlements

Industries	Full-Time Hours	Sick Leave (to be availed of in hours) See Note 1	Birth Leave	Marriage Leave	Bereavement Leave	Injury Leave	Jury Leave	
Food Manufacture Industries	Watchmen	48 See Note 13	-- Less than 1 year proportionately thereafter	1 day	3 days	2 days	1 year	all days full pay
	Other employees	40						
Hire (Cars or Private Buses)	Clerk/Reception	42	After 6 months - 12 days full pay	1 day	3 days	2 days	1 year	all days full pay
	Drivers	46						
	Watchmen	48 See Note 13						
	Other employees	46						
Hospitals & Clinics	All Employees	40	Every year -- 30 days full pay -- 30 days half pay	1 day	3 days	2 days	1 year	all days full pay See Note 5
Hotels & Clubs	Summer	43	-- Less than 1 year proportionately thereafter	1 day	3 days	2 days	1 year	all days full pay
	Winter	39						
	Musician	30						
	Clubs	40						
	Watchmen	48 See Note 13						
Restaurants	Watchmen	48 See Note 13	After 6 mnths -- 15 days full pay -- 36 days half pay	1 day	3 days	2 days	1 year	all days full pay
	Other employees	40						
Jewellery & Watches	Watchmen	48 See Note 13	After 6 months --12 days full pay -- 24 days half pay	1 day	3 days	2 days	1 year	all days full pay
	Other employees	40						

Section 2: Other Minimum Entitlements

Industries	Full-Time Hours	Sick Leave (to be availed of in hours) See Note 1	Birth Leave	Marriage Leave	Bereavement Leave	Injury Leave	Jury Leave	
Laundries	April - September	42	After first year -- 12 days full pay -- 36 days half pay	2 days	3 days	2 days	1 year	all days full pay
	October - March	38						
	Watchmen	48 See Note 13						
Leather Goods & Shoes Industries	Watchmen	48 See Note 13	After 6 months --12 days full pay -- 12 days half pay	1 day	3 days	2 days	1 year	all days full pay
	Other employees	40						
Paper, Plastics, Chemicals & Petroleum	Watchmen	48 See Note 13	After 6 mnths -- 6 days full pay After 1 year -- 12 days full pay -- 12 days half * See Note 6	2 days (following 3 months in employment)	3 days (following 3 months in employment)	2 days	1 year	all days full pay
	Other employees	44						
Printing & Publishing	Day Work	40	After first year -- 12 days full pay	1 day	2 days	2 days	1 year	all days full pay
	Night Work	38						
	Watchmen	48						
Private Cleaning Services	Watchmen	48 See Note 7 & 13	After 6 months -- 12 days full pay -- 6 days half pay	1 day (After 3 Months)	3 day (After 3 Months)	2 days	1 year	all days full pay
	Other employees	40						
Private Schools	Teacher	27	After 3 months -- 15 days full pay -- 15 days half pay	1 day	3 days	2 days	1 year	all days full pay
	Watchmen	48 See Note 13						
	Other	44						

Section 2: Other Minimum Entitlements

Industries	Full-Time Hours	Sick Leave (to be availed of in hours) See Note 1	Birth Leave	Marriage Leave	Bereavement Leave	Injury Leave	Jury Leave
Private Security Services	All Employees	40 See Note 8	First 6 months -- 6 days full pay and Every year -- 15 days full pay -- 15 days half pay	2 days	3 days	3 days	1 year all days full pay
Professional Offices	Watchmen	48 See Note 13	Every year -- 20 days full pay -- 20 days half pay	1 day	3 days	2 days	1 year all days full pay
	Other employees	40					
Public Transport	All Employees	48	After 6 months -- 12 days full pay	1 day	3 days	2 days	1 year all days full pay
Seamen	Watchmen	48	After 6 months -- 15 days full pay -- 15 days half pay	2 days	3 days	2 days	1 year all days full pay
	Other employees	40					
Sextons and Custodians	All Employees	40	After first year -- 20 days full pay -- 20 days half pay	2 days	3 days	2 days	1 year all days full pay
Textiles & Allied Industries	Watchmen	48 See Note 13	Less than 1 year proportionally thereafter -- 12 days full pay -- 12 days half pay	2 days	3 days	3 days	1 year all days full pay
	Other employees	40					

Section 2: Other Minimum Entitlements

Industries	Full-Time Hours	Sick Leave (to be availed of in hours) See Note 1	Birth Leave	Marriage Leave	Bereavement Leave	Injury Leave	Jury Leave
Tobacco Manufacture Industry	Watchmen <small>See Note 13</small>	48 After 6 mnths - 6 days full pay -- 6 days half pay and After 1 year	1 day <small>See Note 10</small>	3 days	2 days <small>See Note 10</small>	1 year	all days full pay
	Other employees <small>See Note 9</small>	40 -- 12 days full pay -- 12 days half pay					
Transport Equipment, Metal & Allied Industries	Night / Shift Worker	37.5 After 6 mnths -- 20 days full pay	2 days	1 week (following 3 months in employment)	2 days	1 year	all days full pay
	Watchmen <small>See Note 13</small>	48 After 1 yr -- 20 days full pay					
	Other employees	40 -- 20 days half pay					
Travel & Insurance Agencies	Watchmen	48 Every year -- 15 days full pay	1 day	3 days	2 days	1 year	all days full pay
	Other employees	40 -- 15 days half pay					
Wholesale & Retail Trades	Watchmen <small>See Note 13</small>	48 After 6 months -- 15 days full pay	1 day	3 days	2 days	1 year	all days full pay
	Other employees	40 -- 36 days half pay					
Woodworks	Watchmen <small>See Note 13</small>	48 After 6 months -- 12 days full pay	2 days	3 days	3 days <small>See Note 11</small>	1 year	all days full pay
	Other employees	40 -- 12 days half pay					
in case of employees NOT covered by a WRO	All Employees <small>See note 12</small>	40 two working weeks in hours	1 day	2 days	1 day	1 year	all days full pay

Notes:

Note 1: SICK LEAVE

The first three days of any period of sickness is paid in full by the employer (excluding electronics sector -- see Note 4) . The payment for the remaining balance due on:
>> full pay shall be less an amount equal to the sum set for sickness benefit entitlement at the rate established under the Social Security Act.
>> half pay shall be less the amount equal to half the sum set for sickness benefit entitlement at the rate established under the Social Security Act.

Note 2: Cinemas & Theatres [Hours of work]

Where there is a system of two or more shifts the normal hours of work (46 hours) can be spread on an average over a period of two or more weeks according to the number of shifts in force.

Note 3: Clay & Glass Products [Bereavement Leave]

Whole-time employees shall be allowed Bereavement Leave on the day of death and on the day of the funeral

Note 4: Electronics Industry [Sick Leave]

- a) Employees shall not be entitled to the payment of any wages for the first day of each period of sick leave
- b) The number of such unpaid days of sick leave shall not be deducted from the entitlement of paid sick leave
- c) the second and third days of any claim for sick leave shall be paid by the employer (either in full or in half as the case may be)

Note 5: Hospitals & Clinics [Jury Leave]

Leave for Jury and Court Services: Employees shall be entitled to leave with pay for all working time during which they are required to attend court as jurors **or summoned to appear as witnesses in police cases.**

Note 6: Paper, Plastics, Chemicals & Petroleum [Sick Leave]

In the case of prolonged, continuous sickness exceeding 15 days, the period of pay sick leave shall be extended to the equivalent in hours of 15 days sick leave on full pay, followed by the equivalent in hours of 15 days sick leave on half pay.

Note 7: Private Cleaning Services [Hours of Work]

Normal hours of work for whole-time employees (other than watchmen) shall on average be 40 hours per week spread over a period of 13 weeks provided that the hours of work does not exceed 45 hours in any one week.

Note 8: Private Security Services [Hours of Work]

Section 2: Other Minimum Entitlements

Normal hours of work shall on average be 40 hours per week calculated initially over a period of six consecutive weeks, and thereafter commencing on the following Monday, provided that the hours of work shall not exceed 48 hours in any one week.

Note 9: Tobacco Manufacture Industry [Hours of Work]

Normal hours of work of whole-time employees (other than watchmen) shall not exceed 40 hours in any one week provided that by mutual agreement between the employer and the authorised representatives of employees, the total number of hours worked in any one week can be extended or decreased so they neither exceed a maximum of forty-two and half hours, nor a minimum of thirty-five hours. HOWEVER THE TOTAL WEEKLY AVERAGE OVER A CALENDAR YEAR SHALL NOT EXCEED AN AVERAGE OF 40 HOURS PER WEEK.

Note 10: Tobacco Manufacture Industry [Birth Leave and Bereavement Leave]

Birth and Bereavement Leave shall not be claimed, partly or wholly if the occurrence takes place if the employee is on Vacation Leave, or on a Sunday or a customary holiday

Note 11: Woodworks WROs [Bereavement Leave]

If the occurrence of death concerns the brother or sister who had not been living in the same household as the employee, the Bereavement Leave shall be limited to only one day.

Note 12: Employees NOT covered by a WRO [Hours of Work]

Normal hours of work shall be forty hours per week, averaged over a four week period or over the shift cycle at the discretion of the employer.

Note 13: Watchmen [Hours of Work]

Averaged over a reference period, as amended by Regulation 7 of Legal Notice 247 of 2003.