

YEAR 2021 ONWARDS		
Employee rostered as being:-		
Day	NSO&WROs with no applicable PH special rates:	Normal wage + Public Holiday Entitlement
	WROs with applicable special PH rates:	Normal Wage + Public Holiday entitlement* + special rate in relation to hours worked where applicable (WROs)
Night	E.g. Private Security WRO = extra vacation leave added; Wholesale & Retail Trades WRO = payment at double time; NSO = either another flat rate or extra vacation leave added (choice at the employer's discretion)	
Rest	Normal Wage + Public Holiday entitlement [<i>hrs worked midnight to midnight</i>] as provided in the applicable WRO E.g. Private Security WRO = extra vacation leave added; Wholesale & Retail Trades WRO = payment at double time NSO = either another flat rate or extra vacation leave added (choice at the employer's discretion)	
Off (Public Holiday on any day from Monday to Sunday)	The equivalent in hours of one working day vacation leave to be added to the employee's annual leave entitlement.	
Day In (any day from Monday to Sunday)	Normal Wage + Public Holiday entitlement* + special rate in relation to hours worked where applicable (WROs)	
Day Out (any day from Monday to Sunday)	The equivalent in hours of one working day vacation leave to be added to the employee's annual leave entitlement.	
A normal day of work but sick leave taken (shift employees)	Sick leave hours deducted, Public Holiday hours added [<i>hrs from midnight to midnight of PH</i>].	
A normal day of work but sick leave taken (non-shift employees)	If still during periods of paid sick leave, Public Holiday is paid but sick leave hours are not deducted. If on sick leave without pay, Public Holiday is also not paid.	
A normal day of work but vacation leave taken (shift employees)	One day vacation leave deducted and hours of work scheduled on Public Holiday added to the vacation leave balance.	
Any type of unpaid leave	No Public Holiday Entitlements	

*** IMP special rates apply as provided in the applicable WRO.

* As provided in the Org. of Working Time LN art 8.5

PUBLIC HOLIDAY ENTITLEMENT

- I) When such hours are part of the normal working hours: Where a public holiday [or part thereof] is not enjoyed by the employee because s/he has to work, the employee is to be compensated for such public holiday either by adding the equivalent of the hours worked to the vacation leave balance or by paying the employee an extra 1:1 payment in relation to the hours worked on the public holiday. The compensation for the public holiday is to be distinguished from special rates applicable for work carried out on a public holiday, as per the applicable regulations.
- II) When such hours are over the normal weekly working hours: If the employee is called in to work on a day that was rostered off, the equivalent in hours of one day vacation leave are to be added to the employee's annual leave entitlement, over and above the wage payable with respect to the hours worked and any other applicable special rate, in accordance with the applicable regulations.
- III) When public holiday falls on a day of rest: A distinction must be made between day of rest understood as 24 hours of uninterrupted rest from midnight to midnight– which is generally referred to as “**off**” – and rest in terms of a shift pattern, such as Day-Night-**Rest-Off**. Where the public holiday falls on an **off** day, the equivalent in hours of one day vacation leave are to be added to the employee's annual leave entitlement. Where the public holiday falls on a **rest** day, as explained above, the work carried out on the public holiday is to be compensated as explained in (I), in accordance with the applicable regulations.