Name:

Unit 36 Investigating Rights and Responsibilities at Work

Task 1

LO1 Know employee ‘rights’ and ‘responsibilities’ in a place of work

1.1 Outline employee ‘rights’ at work

1.2 Outline employee ‘responsibilities’ at work

Worksheet 1

You need to provide practical examples relating to your work placement

These examples should not be limited to one area but should range across the different areas.

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| Outline three practical examples of employees ‘rights’ relating to your work placement **Your rights; privacy, respect, health and safety, terms and conditions of employment e.g. pay, leave working hours, equal opportunities, discrimination and harassment**  |
| 1) |
| 2) |
| 3) |
| Outline three practical examples of employees ‘responsibilities’ relating to your work placement**Your responsibilities; improve and not infringe of the rights of others, confidentiality, honesty, health and safety responsibilities, appropriate training**  |
| 1) |
| 2) |
| 3) |