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This project is funded by the European Union

קו לעובד  
Worker's Hotline  
عنوان العامل

## **Workers' Rights - for Hourly Workers (1/2017)**

**Kav LaOved** is a **non-profit** organization that provides consultation, guidance and legal aid to workers. The following rights are guaranteed by Israeli law to all workers in Israel whether Israeli or foreign (**with or without a visa**):

<b>Minimum Wage</b>	<b>5,000</b> NIS for a full-time job (186 hours per month); <b>200</b> NIS per day (6 days a week work); <b>26.88</b> NIS per hour.
<b>Payment Time</b>	Wages must be paid no later than the 9th of the month (for the previous month).
<b>Overtime</b>	Every hour after 8 hours of work per day. Overtime is calculated for hours worked on <u>that same day</u> (and not deducted from the work hours for other days). <b>Payment:</b> first two hours - 125% ( <b>33.6</b> NIS per hour in case of minimum wage); any hour after the first two hours - 150% ( <b>40.32</b> NIS per hour in case of minimum wage).
<b>Keeping Track of Work Hours</b>	It is important to write down the hours you work each day (the start and end times) in case of disagreement with your employer.
<b>Travel Expenses</b>	Your employer has to give you a refund on your travel expenses, to and from work up to a maximum of <b>26.40</b> NIS per day.
<b>Weekly Rest Day</b>	You should get 36 continuous hours off work per week, which includes a rest day according to your religion. If you worked on your rest day you should get 150% of your daily wages <u>as well as a</u> different rest day.
<b>Annual Vacation</b>	During the first four years of employment you are entitled to 14 days of annual leave for full-time work of 6 days a week, and 12 days for 5 days a week. As of the 5 <sup>th</sup> year and up to the 13 <sup>th</sup> year, each additional year of work entitled you for more vacation days.
<b>Holidays</b>	After three months of work, you are entitled to receive payment for nine holiday days per year according to your religion (provided these days do not fall on your weekly rest day). If a holiday falls on your regular working day, you are entitled to holiday payment at the rate of the normal salary for this day. If you are employed on your holiday, you should receive payment at the rate of 150% of your daily wage and this is in addition to the holiday payment (250% in total).
<b>Recuperation Fees</b>	A full-time worker who completed one full year of work is entitled to a recuperation fee at a fixed daily rate of <b>378</b> NIS. For the first year - 5 recuperation days, for the second and third year – 6 days, and for the fourth to tenth year – 7 days. For part time workers, the calculation is carried out according to the extent of the job.  For cleaners who are employed through a manpower agency, a recuperation fee per day is 421NIS, in the first three years the worker is entitled to 7 days of recuperation, in the fourth to the tenth year the worker's entitled to 9 days of recuperation.
<b>Calculation of job extent</b>	The number of weekly work hours is multiplied by 4.3 (number of weeks per month) and divided by 186 (monthly hours for a full time job).
<b>Breaks</b>	A worker in physical labor is eligible for a 45 minute break after 6 hours of work (at least 30 minutes of the break must be continuous). For non-physical labor - 45 minutes after 8 hours. Deduction from salary due to breaks: An employer may deduct the duration of the break from the worker's salary only if the worker may leave the workplace during that time.
<b>Sick Pay</b>	Your employer must pay your salary if you don't work because you are ill. <u>You must give him a doctor's note</u> . You don't get paid for the first sick day; for the second and third sick day - 50% of your daily salary; from the fourth sick day and onwards - 100% of your daily salary.
<b>Severance/ Separation Pay</b>	After one year of work you should be paid severance pay if you are fired or your work ends due to deterioration of work conditions, medical reasons, giving birth, or if you do not receive your salary and/or social rights. <u>Time of Payment:</u> at the termination of your job. <b>Calculation of Severance Pay:</b> One month's salary multiplied by the number of years of employment (including work for part of a year).

**Giving Prior Notice to Firing/ Quitting**

Your employer and you have to give written notice to each other before firing/ quitting work. The amount of time of the notice depends on the period you worked: during 1<sup>st</sup> year – 1 day for each month; during 2<sup>nd</sup> year– 14 days + an additional half a day for every month; during 3<sup>rd</sup> year– 21 days + an additional half a day for every month; after 3 years- a month. Payment: the person who does not give prior notice must pay the other person compensation amounting to the regular salary for the notice period.

**Pension**

According to a 2008 court order, every worker in Israel is entitled to receive a pension from his employer. Terms of eligibility: 1. A male worker must be older than 21; a female worker must be older than 20. 2. The worker must be employed for over 6 months. A worker who started at a new place of work while already having a pension fund is entitled to pension starting on his first day and will not need to wait 6 months. For employment in 2008, the overall share of pension that an employer must pay is 1.66% of the salary, out of which 0.833% that is counted as severance pay in relevant cases. The overall share in 2009 is 5% of the salary (not less than the minimum wage). A third will be deducted from the worker's salary, and two thirds will be paid by the employer, In 2010 the share was 7.5%, in 2011 10%, in 2012 – 12.5%, in 2013 15% in 2014 17.5% and as of January 2017 18.5% which are divided in the same proportions.

For cleaners who are employed through a manpower agency: An employer must set aside 15.33% of the salary, and from the employee's salary 6.5% should be deducted. Furthermore, the employer must open a Training Fund to which the employer exudes 7.5% worth of the salary, and 2.5% should be deducted from the employee's salary.

**Rights for Part of a Year**

You are entitled to receive your Annual Vacation and Holiday rights even if you have not worked for a full year (you will be entitled to a proportional number of days). For Severance Pay and Recuperation Pay, you are entitled to receive your rights also for part of a year's work, as long as you have worked for over one year.

**Pregnancy and Maternity**

It is illegal to fire a pregnant worker. When you give birth you should get coverage for your hospital stay as well as a one-time birth payment and three months of paid maternity leave from the National Insurance. It is important to come to the hospital with your passport and all the pregnancy follow-up documents.

**Health Insurance**

Your employer must organize health insurance for you and is entitled to deduct from your salary not more than 125 NIS a month. A worker who wants to organize health insurance for him/herself is allowed to do so (as of 2015, the companies which provide such services are “Clal” and “Menorah”).

**National Insurance**

The employer must insure you with National Insurance. It is important that you get a copy of the payment receipt with the National Insurance file number of your employer, which you will need if you stay in hospital (a work accident or giving birth).

**Medical Care**

All the medical treatments you have are covered by your private health insurance, except for work accidents and hospitalization due to giving birth, which are covered by the National Insurance. **In case of emergency** even if you don't have health insurance or a valid visa you can get medical care at any hospital (but will be charged later).

**Sexual Assault**

Sexual assault and sexual harassment is illegal under Israeli law. This includes a threat to fire a worker if she refuses to have sex, indecent assault or offers of a sexual nature. Any worker who was harassed can contact Kav LaOved.

<b>Kav LaOved</b> (Worker's Rights)	03-6883766, 75 Nachalat Binyamin St, <b>Tel Aviv</b> 04-8643350, 18 Hertzel St, <b>Haifa</b>
<b>Hotline for refugees and migrants</b> (arrested workers):	03-5602530 <b>75, Nachlat Binyamin St, Tel Aviv</b>
<b>Mesila</b> (Social problems, family and children)	03-6879727 <b>3, Rishon LeTzion St, Tel Aviv</b>
<b>Physicians for Human Rights</b> (medi insurance, health problems)	03-6873027/ 03-6873718. 9, <b>Hadrar St0., Jafa</b>