

SAMOA

LABOUR AND EMPLOYMENT RELATIONS REGULATIONS 2016

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PURSUANT to section 83 of the Labour and Employment Relations Act 2013 ("the Act"), I, TUI ATUA TUPUA TAMASESE EFI, Head of State, acting on the advice of Cabinet, MAKE these Regulations:

DATED this 18th day of November 2016.

Tui Atua Tupua Tamasese
(Tui Atua Tupua Tamasese Efi)
HEAD OF STATE

REGULATIONS

**PART 1
PRELIMINARY**

1. Citation and commencement - These Regulations may be cited as the Labour and Employment Relations Regulations 2016 and commence on the date they are signed by the Head of State.

2. Interpretation-(1) In these Regulations, unless the context otherwise requires:

“agency licence” means a licence issued as such under regulation 11 authorising the licensee to own or operate an employment agency service;

“alternative dispute resolution” has the meaning in section 2 of the Alternative Dispute Resolution Act 2007;

“child” means any person under the age of 18 years;

“conciliation committee” means a committee authorised under section 64 of the Act;

“corrective action notice” means a notice issued by a labour inspector under regulation 6;

“domestic worker” means any person engaged in household services in their employer’s household, including but not limited to providing care for children or the elderly, housekeeping, cleaning and household maintenance, cooking, and laundry within an employment relationship;

“employee’s representative” means any person who is authorised in writing by the employee to act on his or her behalf;

“employment agency licence” means a licence granted by the CEO under regulation 11;

“employment agency service” means the service of providing advice to employers or employees or prospective employers or employees concerning employment opportunities or available human resource services including the referral of prospective employees to employers or places of employment or to prospective employers for monetary compensation for providing such services;

“extenuating circumstance” means an act of God, the death or serious illness of an investigating officer, political unrest, *coup d’etat*, public holiday, or any unforeseen event which would necessitate a delay in the handling of an investigation;

“medical attention” includes a visit to the doctor or any other health professional in order to attend to the person’s physical or medical ailment;

“record” means written information, whether on any form of paper or in any electronic form, relating to a person which includes the name, qualifications,

experience, skills or any other personal information concerning that person;

“special facility” means a chair, table, or other modified equipment that assists a person with a disability to carry on his or her work within a place of employment, and may include modified toilet facility, modified stairwell, ramp or protective gear.

(2) Definitions in the Act apply to these Regulations.

PART 2

INSPECTION AND PROTECTION

3. Identification of labour inspector-(1) Subject to section 17 of the Act, a labour inspector must, while carrying out his or her duties under the Act or the Regulations, hold an identity card (“ID Card”) issued by the CEO in the approved form.

(2) An ID card must include the following information:

- (a) the name and a clear photograph of the labour inspector;
- (b) the signature of the CEO;
- (c) the date of issue, expiry date and official stamp of the Ministry.

(3) A labour inspector must produce their ID card:

- (a) prior to commencing an inspection; and
- (b) upon request at any time during the course of an inspection.

(4) A labour inspector must only carry out an inspection if the inspector has an ID card.

4. Notification of inspection - For the purpose of section 17(1)(a) of the Act, the Ministry or a labour inspector must give prior notice of an intended inspection to the employer or person-in-charge of the place of employment to be inspected, at least 24 hours before the inspection is to occur, setting out:

- (a) the nature and purpose of the inspection; and
- (b) the approximate time of the inspection; and
- (c) any other matter relating to the intended inspection.

5. Work during inspection - When a labour inspector is inspecting a place of employment, a person must not be required to leave the place of his or her work if it will result in:

- (a) the endangerment of life or property; or
- (b) serious disruption to any operation requiring his or her attendance.

PART 3 CORRECTIVE ACTION MEASURES

6. Issue of corrective action notice-(1) If a labour inspector is satisfied on reasonable grounds that an employer is using working methods amounting to a threat to working conditions of an employee, the labour inspector may in the approved form issue a corrective action notice.

(2) A corrective action notice may require the employer to make necessary alterations in order to remedy the corrective action or secure compliance with the Act within a specified time for alternative dispute resolution to be pursued if applicable.

(3) The employer must be given at least five (5) working days to comply with the corrective action notice.

(4) An employer who fails to comply with a corrective action notice commits an offence and is liable to 50 penalty units.

PART 4 EMPLOYMENT RECORDS AND SURVEYS

7. Record of employees-(1) An employer must in the approved form keep at the place of employment records of employees.

(2) An employee record must include the following information:

- (a) the number of employees employed by the employer;
- (b) the sex and age of employees;
- (c) the type of industry in which the employer is involved;
- (d) the type of work undertaken by the employees for the employer;

- (e) the wages being paid for each employee, including method and the period of payment of wages;
- (f) the average weekly hours worked by and the average hourly earnings for each employee;
- (g) any entitlements, allowances or benefits, including things such as lodging or food provided by the employer;
- (h) the overtime worked by each employee, including the overtime rates for each employee;
- (i) any attendance books, timecards, timesheets or any other record of attendance held by the employer relating to its employees for a period of no less than the preceding 12 month period.

(3) An employee may, in writing, request an employer for the employee's records kept by the employer under subregulation (1).

(4) When an employer receives the request from an employee, the employer must provide the information within 10 business days from the date of the request.

(5) An employer who contravenes subregulation (1) or (4) commits an offence and is liable to 100 penalty units.

8. Employer to provide information to CEO upon request-(1) The CEO may in writing, request an employer to provide in the approved form the information under Schedule 1.

(2) When an employer receives the request from the CEO, the employer must provide the information within 10 business days from the date of the request.

(3) An employer who contravenes subregulation (2) commits an offence and is liable to 100 penalty units.

9. Employer to keep information-(1) The CEO may, in writing, request an employer to keep and record any document, record or other information specified in the request.

(2) When an employer receives the request from the CEO, the employer must:

- (a) ensure that the document, record, or other information specified in the request is kept and recorded; and
- (b) in writing, inform the CEO the document, record, or other information is kept and recorded pursuant to the request.
- (3) An employer must, upon request by a labour inspector, provide to the labour inspector any document, record, or other information kept under subregulation (2).
- (4) An employer who contravenes subregulation (2) or (3) commits an offence and is liable on conviction to a fine not exceeding 100 penalty units.

10. Employment surveys-(1) For the purposes of sections 13(i) and (j), an employer must, by 30 June and 31 December in each year complete and send to the CEO an approved form for employment survey.

(2) An employer who contravenes subregulation (1) commits an offence and is liable on conviction to a fine not exceeding 50 penalty units.

PART 5 EMPLOYMENT AGENCIES

11. Power to issue agency licences-(1) A person who carries on an employment agency service without an agency licence commits an offence, and is liable on conviction to a fine not exceeding 100 penalty units.

(2) The CEO may, on application in the approved form, issue an agency licence if the CEO is satisfied that:

- (a) the applicant will be carrying on a proper employment agency service;
- (b) the applicant is a person of good standing in the community;
- (c) the applicant is not and has not been bankrupt, or, if the applicant is a corporate body, each director of the corporate body is not and has not been bankrupt;
- (d) the applicant has sufficient skills and qualified personnel to carry on the operation of an employment agency; and

- (e) the premises for the employment agency service are suitable for the business and sufficiently accommodate the carrying out of the business.

(3) The CEO may impose any conditions on the agency licence, including a condition that the employment agency service is to be managed at all times by a competent person.

(4) In this regulation "competent person" means a person who:

- (a) over 21 years old; and
- (b) has -
 - (i) more than five (5) years' experience in any activity which includes the management of human resources; or
 - (ii) be in possession of university qualification in a field which, in the opinion of the CEO, is relevant to the management of the employment agency business.

12. Application for licence-(1) A person operating or intending to operate an employment agency service must apply in writing to the CEO for an employment agency licence.

(2) An application must include the following:

- (a) the name and address of the applicant;
- (b) whether the applicant is a body corporate or unincorporated;
- (c) for a body corporate or unincorporated, the name of all the directors or officers involved in the business structure of the applicant;
- (d) the physical address or addresses of the premises where the employment agency service is or is to be carried out;
- (e) police clearance of the applicants and every person responsible for the management of the employment agency service; and
- (f) detailed information on the activities to be carried out, such information to include -
 - (i) a description of the services proposed to be provided;

(ii) the procedures proposed to be followed by applicants for employment and by users of the employment agency;

(iii) the schedule of fees to be charged to any jobseeker or for any service to be provided;

(iv) a cash flow projection or a business plan; and

(v) the name, address and the curriculum vitae showing the date of birth, educational and professional qualifications and professional experience of the applicant and the person or representative who is to manage the employment agency service.

13. Duration and renewal of licences-(1) An agency licence:

(a) is valid for a period of one (1) year from the date of its issue; and

(b) may be renewed on an annual basis upon the payment of the renewal fee.

(2) The licensee may, within 60 days before the expiry of the agency licence, apply in the approved form accompanied by the fee to the CEO to renew the agency licence.

(3) The CEO may impose conditions on the renewal of the agency licence.

14. Display of licences-(1) The licensee must display the licence:

(a) within the premises of the employment agency service; and

(b) in a conspicuous place that can be readily seen by persons visiting the premises of the employment agency service.

(2) An employer who contravenes subregulation (1) commits an offence and is liable on conviction to a fine not exceeding 50 penalty units.

15. Variation, suspension and revocation of licence-

(1) The CEO may suspend an agency licence by notice in writing issued to the licensee if there are reasonable grounds

to believe that the licensee no longer satisfies any of the criteria set out in regulation 11(2) or any condition imposed under regulation 11(3).

(2) The CEO may revoke an agency licence by notice in writing issued to the licensee if a licensee has failed, upon receiving a written request to show due cause why their licence should not be revoked, to give due cause in writing as to why their licence should not be so revoked.

(3) The CEO may only revoke a licence under this regulation if the CEO has reasonable grounds to believe that:

(a) the licensee has engaged in conduct that would constitute grounds for the bringing of proceedings for an offence against the licensee; or

(b) the licensee has ceased to satisfy any of the criteria set out in regulation 11(2) or any condition imposed under regulation 11(3).

(4) The CEO may vary any condition imposed under regulation 11(3) by notice in writing issued to the licensee.

16. Register of employment agencies-(1) The CEO must establish and maintain a register of all the licensed employment agencies.

(2) A register kept under subregulation (1) may be inspected by the public upon payment of the fee.

17. Referrals for employment-(1) The CEO or a labour inspector may, on the request of an employer, refer a person seeking employment to the requesting employer.

(2) A referral may be made using an approved form.

PART 6 DISABLED EMPLOYEES

18. Terms and conditions of contracts of services for an employer employing a disabled employee-(1) In this Part, "disabled employee" means an employee living with a disability.

(2) The benefits under this Part are in addition to any privileges and benefits provided in the Act or any other laws.

19. Costs of medical attention-(1) A disabled employee who is employed by an employee is not entitled to reimbursement of the costs of medical attention unless the employee has continuously employed with that employee for a period of 12 months.

(2) If a disabled employee requires medical attention, the employer must ensure that sufficient time is given to the disabled employee to seek medical attention.

(3) If a disabled employee requests reimbursement of the costs of medical attention and the CEO approves, the employer must, with the prior approval of the CEO of the costs, pay for any costs associated with medical attention required by the disabled employee.

(4) The employer of a disabled employee must, upon the written request by the disabled employee, provide transportation for medical attention to the disabled employee, where it is reasonable to do so in the circumstances.

(5) An employer who contravenes subregulation (1), (2) or (3) commits an offence and is liable to 100 penalty units.

20. Special facilities may be provided-(1) If a disabled employee requires modified facilities, the employer must ensure that the modified facilities are provided at the place of employment of the employee, if it is reasonable in the circumstances to do so.

(2) Upon written request by the disabled employee, the employer must, with the prior approval of the CEO, pay the costs of providing the modified facility.

(3) An employer who contravenes subregulation (1) or (2) commits an offence.

(4) In addition to any penalty imposed for an offence under subregulation (3), the court may order the employer to provide the modified facilities, required by the disabled employee at the employer's own cost.

PART 7

EMPLOYMENT OF CHILDREN AND WOMEN

21. Conditions of employment-(1) A child must not be employed or permitted to be employed in any of the following situations:

(a) in situations of direct hostilities;

- (b) any work for which the child has little capacity;
 - (c) any work which is hazardous to the child's health, mental, spiritual or social development;
 - (d) in an environment which subjects the child to physical harm, psychological distress, any form of neglect, torture, any form of cruel, inhuman or degrading treatment, or which does not foster the health, self-respect and dignity of the child.
- (2) An employer who contravenes subregulation (1) commits an offence and is liable to 200 penalty units.

22. Hours of work for children aged between 12 and 14-

- (1) An employer who employs a child, between the age of 12 and 14, from 8am to 4pm must give the child a 15 minutes break for rest period after every 2 hours.
- (2) The employer must not allow the child to work:
- (a) after 4pm;
 - (b) for more than six (6) hours in a day; and
 - (c) on a Sunday.
- (3) An employer who contravenes subregulations (1) and (2) commits an offence and is liable to 200 penalty units.

23. Hours of work for children aged between 15 and 17-

- (1) An employer who employs a child, between the age of 15 and 17, from 6am to 6pm must give the child a 15 minute break for rest period after every 3 hours.
- (2) The employer must not allow the child to work:
- (a) beyond 6pm;
 - (b) for more than 12 hours in a day; and
 - (c) on a Sunday.
- (3) An employer who contravenes subregulations (1) and (2) commits an offence and is liable to 200 penalty units.

24. Rest period for women-(1) If a woman employee is employed in a factory where her normal employment involves continuous standing, the employer must allow the woman 10 minutes rest period every 3 hours if the woman is required to work more than 4 hours at a stretch.

(2) An employer must allow a woman employee who returns from maternity leave to take periodic rests, of not less than 1 hour in the aggregate, in any given working day in order to breastfeed her child.

(3) An employer who fails to comply with subregulation (1) or (2) commits an offence and is liable for a fine not exceeding 100 penalty units.

PART 8

EMPLOYMENT OF DOMESTIC WORKERS

25. Written employment contract required for domestic workers-(1) The employer of a domestic worker must ensure that the domestic worker reads the contract in a language that the worker understands before the worker signs the employment contract.

(2) The terms and conditions for domestic workers employment contracts are set out under Schedule 2.

26. Minimum conditions for domestic worker contracts-(1) A contract of employment for a domestic worker must entail the minimum conditions:

- (a) that the domestic worker must have at least 1 day of rest within any given working week;
- (b) that the domestic worker must not work more than 48 hours in any given working week;
- (c) that the domestic worker must have opportunities to return to his or her home within any given working month; and
- (d) that the domestic worker's wage shall not be less than the minimum wage.

(2) An employer who contravenes subregulation (1) commits an offence.

PART 9

INVESTIGATION OF INDUSTRIAL GRIEVANCES

27. Reporting of industrial grievances-(1) Subject to subregulation (4), if an employee has a grievance, the employee must give a written report on the industrial grievance, including any information relevant to the

industrial grievance to the CEO within one (1) month from the date of the incident giving rise to the industrial grievance.

(2) The CEO may in writing request the employee or the employee's representative to provide any other additional information within 14 days of the request.

(3) A grievance is taken to be abandoned if the information required under subregulation (2) is not received after 28 days by the CEO.

(4) The CEO must only investigate and determine an industrial grievance relating to an employee if it is reported by the employee.

28. Investigation-(1) When a genuine industrial grievance is reported to the CEO, the CEO must investigate the matter.

(2) Unless extenuating circumstances give rise to a delay in the process, an investigation under subregulation (1) must be conducted and completed within two (2) months from the date of receiving the grievance unless the CEO extends time for a further period of seven (7) days.

29. CEO to determine matter arising from investigation - When an investigation under regulation 29 is completed, the CEO may:

- (a) act on the recommendation in the report;
- (b) refer the matter to a conciliation committee; or
- (c) take no further action if the grievance is considered to have no grounds.

PART 10 MISCELLANEOUS

30. Code of ethical behaviour for labour inspectors-

(1) A labour inspector must understand and comply with the Code of ethical behavior for labour inspectors ("Code") under Schedule 3.

(2) A labour inspector must:

- (a) take and sign before the CEO an oath in a form approved by the CEO; and
- (b) keep a copy of the Code.

(3) A breach of the Code is a ground for disciplinary proceedings under the Public Service Act 2004.

31. Register for industrial disputes-(1) The CEO must keep a register to record concluded or proposed agreements on any industrial dispute.

(2) A person may inspect and obtain extracts from the register upon the payment of the fee.

32. Details of payment of wages form - Details required for the issuing of an employee's wage details must be in an approved form and must include the following information:

- (a) name of employee;
- (b) the period of work relating to the wages issued;
- (c) hours of work performed by the employee for the wages issued;
- (d) the hourly rate of the employee for each hour worked;
- (e) all deductions made from the employee's wages.

33. Penalties - A person who is convicted of an offence under these Regulations for which no penalty is provided is liable to a fine not exceeding 200 penalty units.

34. Transitional and savings matters - At the commencement of these Regulations, a person who currently owns or operates an employment agency business continues to own or operate the business but must apply for a licence under regulation 11 within six (6) months of the commencement of these Regulations, otherwise the person commits an offence under regulation 11.

SCHEDULE 1
(Regulation 9)

INFORMATION TO BE KEPT BY EMPLOYER

1	Trading Name on Business Licence:
2	Location of Business
3	Type of industry
4	SNPF & ACC employee number
5	Employee's full name in accordance with SNPF details
6	Nationality:
7	Designation
8	Commencement Date of contract of service
9	Copy of notice to the employee that he/she has satisfied 12 months of continuous employment and entitled to minimum days of annual leave, sick leave and paternity leave or maternity leave.
10	Type of Work for the employee (part-time, full-time, shift work, piece work)
11	Most recent qualification
12	Most recent employment
13	Rate of pay per hour, per day, per week, per fortnight, per month
14	Arranged agreement between employer and employee for method payment on public holidays
15	Ratio of time-off-in-lieu of overtime
16	Number of citizens of Samoa being employed
17	Number of non-citizens being employed
18	Full name and signature of any labour inspector that checks and verifies the information of employees
19	Date of Inspection of Information by the Labour Inspector

SCHEDULE 2
(Regulation 25)

**TERMS AND CONDITIONS FOR DOMESTIC
WORKERS EMPLOYMENT CONTRACTS**

1	Hours of work under the shift system
2	Measures aimed at ensuring equal treatment between domestic workers and general workers with respect to: (a) normal hours of work; (b) overtime compensation; (c) periods of daily and weekly rest; and (d) annual paid leave.
3	Domestic workers must be informed of their terms and conditions of employment in an easily understandable manner, preferably through a written contract
4	The rate of pay should not be less than the approved minimum wage
5	Accommodation charges for authorised deductions
6	Other amenities charges including: (a) water; (b) electricity; (c) food; (d) vehicle; (e) transportation; and (f) telephone for authorised deductions.
7	National Provident Fund number and Accident Compensation Corporation number for authorized deductions
8	Hours of rest: if worked for 4 hours and 15 minutes, employee allowed 1 hour of unpaid meal; if work continuous for 5 hours, employee can work after every 3 hours and take 15 minutes break. If worked on a Sunday, the employer must allow a day off for the employee (24 hours) off from work
9	Payment of wages must be paid in cash, directly to the worker, and at regular interval of no longer than one month

10	Payment by cheque or bank transfer is allowed by law or collective agreements, or with worker's consent
11	<p>In-kind payment is allowed under 3 conditions:</p> <ul style="list-style-type: none"> (a) only a limited proportion of total remuneration; monetary value is fair and reasonable; (b) the items or services given as in-kind payment are of personal use by and benefit to the workers. This means that uniforms or protective equipment's are not to be regarded as payment in kind, but as tools that the employer must provide to the workers at no cost to them for the performance of their duties; (c) Fees charged by private employment agencies are not to be deducted from the remuneration.
12	<p>Standards concerning live-in workers:</p> <ul style="list-style-type: none"> (a) decent living conditions that respect the workers' privacy; (b) freedom to reach agreement with their employers or potential employers on whether or not to reside in the household; (c) no obligation to remain in the household or with its members during their periods of rest or leave; (d) right to keep their identity and travel documents in their possession; (e) compensation for stand-by hours;
13	<p>Standards concerning migrant domestic workers:</p> <ul style="list-style-type: none"> (a) a written contract that is enforceable in the country of employment, or a written job offer, prior to traveling to the country of employment; (b) clear conditions under which domestic workers are entitled to repatriation at the end of their employment; (c) protection of domestic workers from abusive practices by private employment agencies; (d) cooperation among sending and receiving countries to ensure the effective application of the provisions of the Convention to migrant domestic workers.

SCHEDULE 3
(Regulation 30)

CODE OF ETHICAL BEHAVIOUR
FOR LABOUR INSPECTORS

As a member of the Labour Inspection Service and of my profession, I recognise the following principles on which ethical behaviour is based and I accept to follow and promote them in my work as a labour inspector.

Guiding principles:

1. I shall perform my work to the highest professional standards and ethical principles at all times.
2. I shall perform all professional tasks in accordance with the law and international standards that the state has ratified, and with the rules and values of the inspection services.
3. I shall always act in good faith towards employers and serve the right to decent working conditions, safety and health and well-being of workers individually and collectively.
4. I shall enjoy full professional independence in the execution of my duties. To this end I have acquired and will strive to maintain the competences necessary for continuing improvement of my work and to meet any challenges the profession of labour inspection may bring.

Duties and obligations:

5. I shall be guided in my duties by the requirements set down in the Labour and Employment Relations Act 2013, and accompanying regulations, and any policy and operations and training manual as may be provided by the Ministry from time to time.
6. I shall enforce all regulations objectively, that is in a consistent, fair, equitable and transparent manner, without regard to the national or ethnic origin, race, gender, language, political or religious beliefs or social position of the person to which the law is applied.

7. I shall recognize and abide by the basic aim of good inspection practice that is to promote the establishment and maintenance of a decent, productive, safe and healthy working environment.
8. I shall recognize and attempt to reconcile potentially conflicting collective and individual rights and needs (such as the right to protection of employment and the right to protection of health, the right to information and the right to confidentiality) with responsibility for improvements in working conditions and safety and health at the workplace.
9. I shall make decisions independently and objectively, in keeping with my knowledge and personal experience. Whenever needed, I shall consult with colleagues and other professionals who have the appropriate knowledge of the issues in question.

Principles of ethical behaviour:

10. I shall oppose any act of attempted corruption.
11. I shall always perform my duties as a disinterested third party. I shall not use the inspection process to accept nor make available commissions, services, allowances, goods or other favours directly or indirectly.
12. I shall not engage in activities that are incompatible with my official job description and the provisions of this Code and which could lead to the violation of the reputation of the inspection services I work for and of my profession.
13. I shall make a full disclosure of any financial or personal interests I may have in my activities as a labour inspector in regard to a particular inspection and which could be legitimately interpreted as a conflict of interest by clients, officials, the public or colleagues.
14. I shall use all material resources rationally, for the best interest of the public, for the purpose of my work and the inspection services I work for. I shall not use them for the realization of my own personal interests and gain.

15. I shall not use my knowledge, position or influence to cause any damage to the public interest, the inspection services, my profession, colleagues or clients.
16. I shall not disclose any industrial or commercial secrets or data I collect during inspection visits or information given in confidence during such visits, without prior approval of the client and persons involved. However, should the concealment of any such information endanger the life and health of workers or the community, I shall be obliged to disclose it, whilst protecting confidentiality as far as possible.
17. I shall refrain from taking part in any group of colleagues or members of my profession who would further their own personal interests, or who would violate the provisions of this Code, against the interests of the inspection services, and whereby the rights and interests of the public would be undermined, or the reputation of my profession be put at risk.
18. I shall disclose any such act to a higher level official, whose responsibility it is to take appropriate action, or to the relevant institution that monitors the application of these rules. I understand that should I do so in good faith I am protected against reprisals or sanctions.
19. I shall disclose any act of attempted corruption on the part of clients to the other employees of the inspection services, and to the relevant institution that monitors the application of these rules.
20. I shall, if so requested, give to the relevant institution all the data and information I possess on the concrete cases of corruption that I have disclosed.

Furthering the institution of labour inspection:

21. I shall at all times be aware of the fact that I represent a profession which has a public image of trust, honesty and courtesy to build and maintain. I will, by my attitudes and behaviour, set an example to colleagues and the public in this respect.

22. I shall always emphasize professional values at my place of work, work closely with my colleagues for the purpose of better understanding and cooperation, for the benefit of the inspection services, and for the clients we work with and for.
23. I shall strive to be an active member of the inspection services, making proposals where appropriate and participating in activities that are aimed at improvement of performance of the institution.
24. I shall try, personally and with my colleagues and through the work of our professional association, to transfer my experience, knowledge and ideas for the purpose of their application in practice and for the benefit of all.
25. I shall advance in my profession through the acquisition and adoption of new skills and knowledge, and I shall seek promotion only on the basis of my skills and knowledge.
26. I shall do my best to promote objective criteria for the recruitment of new employees, for the evaluation of work performance, and for decisions related to promotion or demotion of employees.
27. I shall actively seek the support of employers, workers and their organizations and other relevant organizations for implementing the highest standards of ethics in the labour inspection services and the profession.

Sworn and signed by me at this day of
20...

.....
(Name of labour inspector)

Before me:

.....
(Name and Signature of Witness)
