

Gouvernement du Québec

**O.C. 679-2000, 1 June 2000**

An Act respecting labour standards  
(R.S.Q., c. N-1.1; 1999, c. 57)

**Registration system or keeping of a register  
— Amendments**

Regulation to amend the Regulation respecting a registration system or the keeping of a register

WHEREAS under paragraph 3 of section 29 of the Act respecting labour standards (R.S.Q., c. N-1.1), the Commission may, by regulation, require an employer or a category of employers to have a system of registration or to keep a register;

WHEREAS under paragraph 3.1 of that section, enacted by section 1 of Chapter 57 of the Statutes of 1999, the Commission des normes du travail may, by regulation, require an employer or every employer of a category of clothing industry employers to transmit to the Commission a report containing the information deemed useful in the application of the Act;

WHEREAS the Commission des normes du travail made the Regulation to amend the Regulation respecting a registration system or the keeping of a register;

WHEREAS under section 32 of the Act respecting labour standards, the Regulation is submitted to the approval of the Government;

WHEREAS in accordance with sections 10 and 11 of the Regulations Act (R.S.Q., c. R-18.1), the Regulation to amend the Regulation respecting a registration system or the keeping of a register was published in Part 2 of the *Gazette officielle du Québec* of 5 April 2000 with a notice that it could be approved by the Government upon the expiry of 45 days following that publication;

WHEREAS it is expedient to approve the Regulation with amendments;

IT IS ORDERED, therefore, upon the recommendation of the Minister of State for Labour and Employment and Minister of Labour:

THAT the Regulation to amend the Regulation respecting a registration system or the keeping of a register, attached to this Order in Council, be approved.

MICHEL NOËL DE TILLY,  
*Clerk of the Conseil exécutif*

**Regulation to amend the Regulation respecting a registration system or the keeping of a register\***

An Act respecting labour standards  
(R.S.Q., c. N-1.1, s. 29, pars. 3 and 3.1; 1999, c. 57)

1. The title of the Regulation respecting a registration system or the keeping of a register is amended by adding the words “and report transmittal” at the end.

2. The following paragraph is added at the end of section 1:

“(r) in the case of an employee under 18 years of age, his date of birth.”.

3. The following is inserted after section 1:

“1.1 Section 1 does not apply in respect of an employer in the clothing industry that, had it not expired, would be subject to the Decree respecting the men’s and boy’s shirt industry (R.R.Q., 1981, c. D-2, r. 11), the Decree respecting the women’s clothing industry (R.R.Q., 1981, c. D-2, r. 26), the Decree respecting the men’s clothing industry (R.R.Q., 1981, c. D-2, r. 27) or the Decree respecting the leather glove industry (R.R.Q., 1981, c. D-2, r. 32).

Notwithstanding the foregoing, any employer referred to in the first paragraph shall keep a registration system or a register containing the information required in paragraph r of section 1 and, depending on its sector of activity, the information provided for in Schedule I.”.

4. The following is added after section 2:

“3. Any employer referred to in section 1.1 shall transmit to the Commission des normes du travail, for the period running from 1 July 2000 to 1 July 2002, a monthly report in writing, indicating for each employee:

(1) the surname, given name, address and social insurance number;

(2) the classification or qualification;

(3) for each week, the number of regular working hours, the overtime and the total number of hours;

\* The Regulation respecting a registration system or the keeping of a register (R.R.Q., 1981, c. N-1.1, r. 6) was amended once by the Regulation approved by Order in Council 901-99 dated 4 August 1999 (1999, G.O. 2, 2719).

- (4) the total of the weekly and monthly gains;
- (5) the hourly rate; and
- (6) the indemnities paid for holidays, as severance pay, for annual vacation and any other indemnity or benefit with a financial value.

The report shall be transmitted for the preceding month no later than on the 10th of each month.

It shall nevertheless be transmitted even if no work was performed.”

5. This Regulation comes into force on 1 July 2000.

## SCHEDULE I

(s. 1.1)

### DIVISION I

INFORMATION REQUIRED FROM AN EMPLOYER THAT, HAD IT NOT EXPIRED, WOULD BE COVERED BY THE DECREE RESPECTING THE MEN'S AND BOY'S SHIRT INDUSTRY (R.R.Q., 1981, c. D-2, r. 11) OR THE DECREE RESPECTING THE LEATHER GLOVE INDUSTRY (R.R.Q., 1981, c. D-2, r. 32)

#### §1. For each employee and each pay period:

- (1) his surname, given name, address, social insurance number, the identification and nature of his employment and the first date of service with that employer;
- (2) the number of working hours per day and, for each day, the exact time at which the work was begun, interrupted, resumed and finished;
- (3) the total number of hours worked per week;
- (4) the overtime;
- (5) the number of work days per week;
- (6) the wage rate;
- (7) the nature and amount of the premiums, severance pay and other allowances or commissions paid;
- (8) the gross wage;
- (9) the nature and amount of the deductions;
- (10) the net wage;

- (11) the working period corresponding to the payment;
- (12) the date of payment;
- (13) the reference year;
- (14) the duration of the vacation;
- (15) the date on which he goes on his annual paid vacation; and
- (16) the date on which the employee was granted a paid statutory general holiday or another holiday, including compensatory holidays related to paid statutory general holidays.

#### §2. Other information:

(1) an employer that, had it not expired, would be covered by the Decree respecting the leather glove industry and that entrusts work to home workers shall enter the following information in the register:

- (a) the surname, given name and address of each home worker;
- (b) the date on which the work is delivered to each home worker;
- (c) the kind of work, the description and quantity of clothes to be prepared by each home worker; and
- (d) the piece rate paid to each home worker;

(2) where a single shop prepares clothes included and not included in the scope of the Decree respecting the men's and boy's shirt industry or the scope of the Decree respecting the leather glove industry, the employer shall keep separate registers containing the information required in Subdivision I, both for included and excluded clothes, unless the employer grants the conditions of employment imposed by regulation to all production workers;

(3) the employer shall register each of his employees, including home workers, within 5 days of the hiring date by completing an employee's registration card containing: his surname, given name, address, age, experience in the industry, with respect to each employment held and his current classification;

The registration card shall bear the signature of the employer and of the employee and shall be received by the Commission within 5 days of the hiring date. The employer shall ask the Commission for the required registration cards;

(4) an employer that, had it not expired, would be covered by the Decree respecting the leather glove industry and that wishes to have work performed at home shall enter the following information in the register:

(a) his surname, given name and address or, in the case of a partnership, those of the partners or, in the case of a legal person, those of its officers or designated agents;

(b) his principal place of business;

(c) the surnames, given names and places of business of the owners of the merchandise from whom the employer accepts work to be performed at home;

(d) a written document from each owner of merchandise attesting that he entrusts the employer with work to be performed at home;

(5) where work is entrusted to a home worker, his employer shall file with the Commission a sample of each garment design and shall complete a working form stating the garment design, quantity and price paid for each clothing garment design to be prepared; furthermore, each piece of clothing shall identify the owner of the merchandise;

(6) an employer that has work performed by a contractor shall enter in his register the following information: the garment design, the description, quantity and price paid to the contractor for each garment design, as well as any trade mark used; and

(7) the contracting employer shall enter the following information for each employer providing him with work: the garment design, the description, quantity and price paid to him for each garment design, as well as any trade mark used.

## **DIVISION II**

**INFORMATION REQUIRED FROM AN EMPLOYER THAT, HAD IT NOT EXPIRED, WOULD BE COVERED BY THE DECREE RESPECTING THE WOMEN'S CLOTHING INDUSTRY (R.R.Q., 1981, c. D-2, r. 26)**

### **§1. For each employee and each pay period:**

(1) his surname, given name, address, social insurance number, his qualification or classification, the exact time at which the work was begun, interrupted, resumed and finished each day, the nature of the work and the wage paid, with the mode and time of payment;

(2) the annual vacation, the holidays and the severance pay, with the following details:

(a) the first date of service with the employer;

(b) the duration of his annual vacation;

(c) the scheduled date of his going on vacation;

(d) the amount paid for his annual vacation and the date of payment;

(e) the amount paid for each holiday; and

(f) the amount paid as severance pay.

### **§2. Other information**

(1) with respect to work entrusted to home workers, the register shall contain the following information:

(a) the surname, given name and address of each home worker;

(b) the delivery date of the work;

(c) the kind of work, the description and quantity of clothes to be prepared; and

(d) the piece rate for the home work determined in accordance with the regulatory provisions;

(2) where a single shop prepares clothes included and not included in the scope of the Decree respecting the women's clothing industry prescribed by regulation, the employer shall keep separate registers containing the information required in Subdivision I, both for included and excluded clothes, unless the employer grants the conditions of employment imposed by regulation to all production workers;

(3) the employer shall register each of his employees, including home workers, within 3 days of the hiring date by completing an employee's registration card containing: his surname, given name, address, social insurance number, age, experience in the industry with respect to each employment held and his current classification;

The registration card shall bear the signature of the employer and of the employee and must be received by the Commission des normes du travail within 3 days of the hiring date of the employee;

(4) an employer that wishes to have work performed at home shall enter the following information in the register:

(a) his surname, given name and address or, in the case of a partnership, those of the partners or, in the case of a legal person, those of its officers or designated agents;

(b) his principal place of business;

(c) the surnames, given names and places of business of all the owners of the merchandise from whom the employer accepts work to be performed at home; and

(d) a written document from each owner of merchandise attesting that he entrusts the employer with work to be performed at home;

(5) where work is entrusted to a home worker, his employer shall file with the Commission a sample of each garment design and shall complete a working form stating the garment design, quantity and price paid for each garment design to be prepared; furthermore, each piece of clothing shall identify the owner of the merchandise;

(6) an employer that has work performed by a contractor shall enter in his register the following information: the garment design, the description, quantity and price paid to the contractor for each garment design, as well as any trade mark used;

(7) the contracting employer shall enter the following information for each employer providing him with work: the garment design, description and price paid to him for each garment design, as well as any trade mark used; and

(8) Any employer who carries out for others work included in the scope of the Decree respecting the women's clothing industry prescribed by regulation or has it carried out shall record on a form the following particulars:

(a) the name, address and phone number of the firm that gave or received work;

(b) the dates when work was received or given, completed or sent back; and

(c) the cutting sheet number and the identification number of the merchandise owner, the style, type, quantity and amount paid for each garment.

The form shall be submitted to the Commission on or before the 10th of each month and cover the preceding month, even if no work was carried out.

**DIVISION III**  
**INFORMATION REQUIRED FROM AN**  
**EMPLOYER WHO, HAD IT NOT EXPIRED,**  
**WOULD BE COVERED BY THE DECREE**  
**RESPECTING THE MEN'S CLOTHING INDUSTRY**  
**(R.R.Q., 1981, c. D-2, r. 27)**

*§1. For each employee and each pay period:*

(1) his surname, given name, address, social insurance number, the nature of his work, his qualification and the first date of service with that employer;

(2) the number of working hours per day and, for each day, the exact time at which work was begun, interrupted, resumed and finished;

(3) the total number of hours worked per week;

(4) the overtime;

(5) the number of work days per week;

(6) the wage rate;

(7) the nature and amount of the premiums, severance pay and other allowances or commissions paid;

(8) the gross wage;

(9) the nature and amount of the deductions made;

(10) the net wage;

(11) the working period corresponding to the payment;

(12) the date of payment;

(13) the reference year;

(14) the duration of the vacation;

(15) the date on which he goes on his annual paid vacation; and

(16) the date on which the employee took a paid statutory general holiday or another holiday, including compensatory holidays related to paid statutory general holidays.

§2. *Other information:*

(1) where a single shop prepares clothes included and not included in the scope of the Decree respecting men's clothing industry prescribed by regulation, the employer shall keep separate registers containing the information required in Subdivision I, both for included and excluded clothes, unless the employer grants the conditions of employment imposed by regulation to all production workers;

(2) the employer shall send in writing to the Commission the names and addresses of the contractors to whom he entrusted work within 5 days of awarding the contract.

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Gouvernement du Québec

**O.C. 680-2000, 1 June 2000**

An Act respecting labour standards  
(R.S.Q., c. N-1.1)

**Contribution rates**

WHEREAS, under paragraph 7 of section 29 of the Act respecting labour standards (R.S.Q., c. N-1.1), amended by section 1 of chapter 57 of the Statutes of 1999, the Commission des normes du travail may, by regulation, fix contribution rates;

WHEREAS, under section 39.0.2 of the Act respecting labour standards, amended by section 2 of chapter 57 of the Statutes of 1999, every employer of certain sectors of the clothing industry shall pay a supplementary contribution;

WHEREAS the Commission des normes du travail has adopted the Regulation respecting contribution rates;

WHEREAS, in accordance with sections 10 and 11 of the Regulations Act (R.S.Q., c. R-18.1), the Regulation respecting contribution rates was published in Part 2 of the *Gazette officielle du Québec* of 5 April 2000 with a notice that it could be approved by the Government upon the expiry of 45 days following that publication;

WHEREAS it is expedient to approve the Regulation without amendment;

IT IS ORDERED, therefore, upon the recommendation of the Minister of State for Labour and Employment and Minister of Labour:

THAT the Regulation respecting contribution rates, attached to this Order in Council, be approved.

MICHEL NOËL DE TILLY,  
*Clerk of the Conseil exécutif*

**Regulation respecting contribution rates**

An Act respecting labour standards  
(R.S.Q., c. N-1.1, s. 29, par. 7, s. 39.0.2; 1999, c. 57, s. 1 and 2)

1. The contribution rate provided for in the first paragraph of section 39.0.2 of the Act respecting labour standards (R.S.Q., c. N-1.1) is 0.08 %.

2. The supplementary contribution rate provided for in the second paragraph of section 39.0.2 of that Act, amended by section 2 of chapter 57 of the Statutes of 1999, is 0.12 %.

3. This Regulation replaces the Regulation respecting the levy under the Act respecting labour standards (R.R.Q., 1981, c. N-1.1, r. 4).

4. This Regulation comes into force on 1 July 2000.

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Gouvernement du Québec

**O.C. 705-2000, 7 June 2000**

An Act respecting the ministère de la Santé et des Services sociaux  
(R.S.Q., c. M-19.2)

**Agreement on Social Security for Students and Participants in Cooperation Programs between the Government of Québec and the Government of the French Republic**  
— **Implementation of the memorandum**

Regulation respecting the implementation of the Memorandum of Agreement on Social Security for Students and Participants in Cooperation Programs between the Gouvernement du Québec and the Government of the French Republic

WHEREAS Décret 1560-98 dated 16 December 1998 approved the Memorandum of Agreement on Social Security for Students and Participants in Cooperation Programs between the Gouvernement du Québec and the Government of the French Republic and authorized the Minister of International Relations to be the sole signatory to that Agreement;