About the Fair Work Ombudsman











We are the **Fair Work Ombudsman**.An **Ombudsman** is someone who listens to complaints and can help fix problems.



Our job is to help workers and bosses with pay and rules at work.



We, our and us means the Fair Work Ombudsman.



This guide has some hard words.

The first time we write a hard word we write it in **bold**.

Then we write what that word means.

We help workers and bosses



People with disability have the same rights at work as everyone else.



We help people with questions about pay and rights at work.



We help people if they have a problem with their pay and rights at work.

We give information on pay.





We give information on taking time off work.



We give information on hours of work and breaks.



We can help if you are treated badly at work because of **bullying**, **sexual harassment** or **discrimination**.



We help people follow the rules and fix mistakes at work.

Call us for help



We will try to help you if you have a problem or question about work.



You or your support person can call us on 13 13 94.

We are open from 8:00 in the morning to 5:30 in the afternoon Monday to Friday.

Who else can help



The **Fair Work Commission** is different from us.



The **Fair Work Commission** is like a court.



They

- set rules for things like pay
- make decisions if workers and bosses cannot agree.



They can help if you are fired for an unfair reason.



They can help if you are treated badly at work because of **bullying** or **sexual harassment**.



You can call the Fair Work Commission on 1300 799 675.



You can ask a support person to help you look at the Fair Work Commission's website at <u>fwc.gov.au</u>

Their website is not Easy Read.

Definitions



Bullying is when someone is being mean to you on purpose.



Sexual harassment is when someone does or says something sexual to you that you do not want.



Discrimination is when someone treats you badly because you are different.

It could be because of things like:

- your gender
- your disability
- your sexuality
- the government you support
- your religion.

This guide tells you general information.

If you are not sure how it applies to you please call us on 13 13 94.

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