

The New Brunswick Small Business HR CONNEXION



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LINKS

Note: These websites are not published by the Restigouche CBDC; therefore, the Restigouche CBDC is not responsible for the content of these websites. Please report broken links or recommend a link to a relevant Website to: info@nbhrportal.ca.

1. MEETING WORKPLACE LEGAL STANDARDS

New Brunswick Employment Standards

- [➤ HOME PAGE • New Brunswick Employment Standards](#)
- [➤ General Information Booklet](#)
- [➤ Rules of Payment and Payroll Records Booklet](#)
- [➤ Minimum Wage, Overtime and Minimum Reporting Wage](#)
- [➤ Schedule of Minimum Wage Rates](#)
- [➤ Notice of Dismissal, Layoff or Termination](#)
- [➤ Paid Public Holidays and Vacation Pay](#)
- [➤ Maternity Leave and Child Care Leave](#)
- [➤ Other Employment Standards Leaves](#)
- [➤ Employment of Children, Unfair Employer Action and Equal Pay for Equal Work](#)
- [➤ Central and Regional offices](#)
- [➤ Contact](#)

WorkSafe NB

- [HOME PAGE • WorkSafe NB](#)
- [Your Health and Safety Responsibilities](#)
- [Orientation Guide for Employers](#)
- [Joint Health and Safety Committees \(JHSCs\)](#)
- [Improving Health and Safety at your Job Site](#)

New Brunswick Human Rights Commission

- [HOME PAGE • New Brunswick Human Rights Commission](#)
- [Summary of the Human Rights Act](#)
- [Printed Publications, by Subject](#)
- [Guidelines](#)
- [Contact](#)
- [Human Rights Links](#)

Canada Revenue Agency

- [Information for Businesses](#) on many subjects such as:

- [Payroll](#)

Deducting, remitting and reporting CPP, EI and income tax
Completing and filing information returns
Using Payroll Deductions Online Calculator (PDOC).

- [Record Keeping](#)

Complying with record keeping requirements for businesses.

- [Changes to the Business](#)

Changing business address, business name, ownership, closing accounts, hiring an employee.

Service Canada

- [For Employers](#)
- [Automated Earnings Reporting System](#)
- [Employment Insurance Benefits for Self-Employed Persons](#)

- [➤ Employment Insurance Fishing Benefits](#)
- [➤ Employment Insurance Information for Employers](#)
- [➤ Employment Insurance Premium Reduction Program](#)
- [➤ Record of Employment on the Web \(ROE Web\)](#)
- [➤ Requests for Payroll Information](#)
- [➤ Supplemental Unemployment Benefit Program](#)
- [➤ Work-Sharing Program](#)
- [➤ Work Force Reduction Program](#)
- [➤ HR for Employers • Related Links](#)

PAYROLL

- [➤ Payroll Deductions Online Calculator \(PDOC\)](#)
- [➤ Canada Savings Bonds: Payroll Savings Programs](#)
- [➤ Record of Employment \(ROE\)](#)

The ROE is the single most important document in establishing an Employment Insurance (EI) claim.

- [➤ Registered plans administrators](#)

This site provides information for plan administrators, their consultants and other tax professionals on topics and services relating to the eight types of deferred income plans.

- [➤ Social Insurance Number](#)
- [➤ TD1 Personal Tax Credits Return](#)

BENEFITS

- [➤ Canada Pension Plan](#)
- [➤ Employment Insurance – Home Page](#)
- [➤ Employment Insurance Information for Employers](#)
- [➤ Association of Workers Compensation Boards of Canada](#)
- [➤ Old Age Security Program](#)

The cornerstone of Canada's retirement income system that provides a modest pension at age 65 to those who have lived in Canada for at least 10 years

Labour Canada

- [➤ Employment standards in federally regulated workplaces.](#)

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2. FINDING THE RIGHT WORKERS

➔ [GO TO](#) the section *FINDING THE RIGHT WORKERS* for more information and links on this HR topic

3. EMPLOYEE INFORMATION

➔ LINKS TO BE POSTED SOON

4. NEW EMPLOYEE ORIENTATION

➔ LINKS TO BE POSTED SOON

5. ATTENDANCE

➔ [Government of New Brunswick Attendance at Work Policy](#)

➔ [Calculating Absenteeism, Retention & Turnover](#)

6. COMMUNICATION

➔ LINKS TO BE POSTED SOON

7. DISCIPLINE

➔ LINKS TO BE POSTED SOON

8. WORK PLACE HEALTH AND SAFETY

 [HOME PAGE • WorkSafe NB](#)

 [Canadian Centre for Occupational Health and Safety](#)

Find workplace health and safety information in Canada, with links to reliable resources from CCOHS and external providers. Conveniently access informative articles, databases, fact sheets, research reports, and more, free of charge.

 [Young, New and Migrant Workers](#)

It has been shown that **young, new and migrant workers are at more risk** of injury than their older or more experienced counterparts, especially in the first four to six months of employment. Discover resources for employers, parents, teachers as well as young or new workers to help raise health and safety awareness and prevent workplace injuries and illnesses.

 [Environmental and Workplace Health](#)

Healthy workplaces are physical and social environments that support individual and organizational health. When health is promoted in the workplace:

- *Employers* can look forward to less absenteeism, lower turnover rates and increased productivity and job satisfaction
- *Employees* will experience improved health, reduced work-related stress and illness and an improved balance between their work and family obligations.

9. KEEPING EMPLOYEES

 [GO TO the KEEPING EMPLOYEES section for more information, tips, downloads and links on this HR topic](#)

HR Planning

 [Strategic HR Planning](#)

 [HR Planning Module](#)

 [Labour Market Information for New Brunswick](#)

 [Working in Canada Tool](#)

Information about wages, skills requirements, unions, and more for 560 occupations across Canada.

 [Statistics Canada Labour force, employed and unemployed, numbers and rates, by province](#)

HR Management for Employers

 [HOME PAGE • Human Resources Management for Employers](#)

Service Canada

Corporate Social Responsibility and Human Resource Management CHECKLIST

These ten steps are a set of actions a human resource manager can pursue to integrate corporate social responsibility into the way the firm conducts its business while generating social and environmental value. [Read more ...](#)

 [Federal Government Programs for Employers](#)

10. EMPLOYEE PERFORMANCE

 [GO TO](#) the [EMPLOYEE PERFORMANCE](#) section for more information, tips, downloads and links on this HR topic

11. ON-THE-JOB TRAINING

 [Training Needs CHECKLIST](#)

Types of Training

This section has been developed for employers who want to learn more about training options for their employees. Training can differ depending on the training requirements, the work environment and the preference of the employer and employee. We have provided an overview of some of the most commonly used types of training.

 [Employee Orientation](#)

 [Apprenticeship](#)

 [Health and Safety](#)

 [Mentoring and Coaching](#)


Learning Concepts

 [Continuous Learning](#)


 [Organizational Learning](#)

 [Adult Learning](#)


 [Federal Workplace Skills Programs](#)

-  This site provides descriptions and examples of policies, programs and practices.

 [Essential Skills](#)

-  Details on how Essential Skills help people participate fully in the workplace and the community and provide a foundation for learning other skills.

 [Foreign Credential Recognition](#)

-  The FCR Program will improve the integration of internationally trained workers into the work force by working with key stakeholders to implement projects that will facilitate the assessment and recognition of qualifications acquired outside of Canada.

 [Foreign Worker Program](#)

- Human Resources and Skills Development Canada (HRSDC) and Citizenship and Immigration Canada (CIC) work to ensure that foreign workers will support economic growth in Canada and help create job opportunities for all Canadians.

[Sector Council Program](#)

- The Government of Canada's Sector Council Program works to enable partnerships that address skills and human resource issues by establishing, developing and supporting national partnerships and the capacity of partners to address both pressing and emerging skills and human resources issues.

[Trades and Apprenticeship](#)

- The Government of Canada is working with key apprenticeship stakeholders, including provincial and territorial governments, to find solutions to ensure an adequate supply of skilled trade workers and to allow qualified, skilled Canadian workers to practice their respective trades anywhere in Canada.

[Apprenticeship Grants](#)

- Through the Apprenticeship Incentive Grant and the Apprenticeship Completion Grant, registered apprentices who complete their apprenticeship training and receive their journeyperson certification in a designated Red Seal trade can receive up to \$4,000. These grants encourage Canadians to finish their training and launch rewarding careers in the skilled trades.

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