

Easy English words about your rights at work

You have the same rights as other people at work. There are laws about this.

There are special laws to protect the rights of people with a disability. One important law is called the Disability Discrimination Act. This law is called the DDA for short.

- The DDA stops people being unfair to you just because you have a disability
- The DDA lets you make a complaint if you think someone has been unfair
- The DDA is for people with all kinds of disabilities
- The DDA can help keep things fair for you at work.

You have the right to feel safe at work

Your boss must make sure that things are fair and safe for you at work. The following things should NEVER happen:

- People are mean to you — **No!**
- People do things that are unfair to you — **No!**
- People yell at you — **No!**
- People treat you badly — **No!**

If these things happen, you have the right to complain.

You have the right to some changes so that things are fair for you at work

Your boss must make sure that things are fair for you at work. You might need some changes at work to make sure things are fair:

- Do you need some equipment so you can do your job safely?
- Do you need some training?
- Do you need some special signs?
- Do you need changes to the way meetings work?
- Do you need help to speak up?
- Do some work rules make it harder for you to do your work than other people?

If you need some changes, you have the right to speak up.

You have the right for your workplace to be healthy and safe

Everyone at work has the right for the workplace to be healthy and safe. This happens when everyone sticks to the rules. Your boss must do some things to keep the workplace safe and healthy. All workers must do some things too. Ask your boss about the health and safety rules.

If you think something isn't safe, you have the right to speak up.

You have the right for information about your disability to be kept private

You have the right for personal information to be kept private. Information about your disability is personal information. If you think someone at work doesn't keep your information private, you have the right to complain.

For more information about your rights at work:

Telephone: 1800 464 800 (*this call to the JobAccess advisers is free*).

Website: www.jobaccess.gov.au



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