



**FAIRWORK**

## Work Log

In this work log you can fill in information about your work and salary



# DO YOU KNOW YOUR RIGHTS AS A MIGRANT WORKER IN THE NETHERLANDS?



**As a migrant worker, do I have the same labour rights as Dutch workers?**

If you are undocumented you are not allowed to work. But IF you work you have the same rights as

Dutch workers or migrant workers with a residence permit,  
for example:

- ! to earn the minimum wage,
- ! holiday money,
- ! holidays,
- ! time off,
- ! maximum 45h/ working week,
- ! possibility to see a doctor in case you are ill.



*I should always earn the Dutch minimum wage (around € 9 per hour<sup>1</sup>)*



## **What are the consequences if I work without documents in the Netherlands?**

You risk being caught and deported. Your employer risks a fine for employing someone without the right documents, approx. € 8.000.<sup>2</sup>



## **I don't have a work contract, can I claim my rights?**

Yes, you can. But only with proof. Collect any possible evidence that you have worked in a certain place. Pictures, names, communication (whatsapp, sms, email), proof on paper. Keep record of days and hours worked, save working instructions and note down how much you got paid.

**My employer abuses my situation as an undocumented worker. He is not paying me and he is also threatening me. Do I have to accept this?**



No, exploitation is prohibited in the Netherlands. In case your employer is abusing your vulnerable situation as an undocumented worker, contact FairWork for more information about your rights.

1 May 2016, for more information:

[https://www.rijksoverheid.nl/onderwerpen/  
minimumloon/vraag-en-antwoord/](https://www.rijksoverheid.nl/onderwerpen/minimumloon/vraag-en-antwoord/)  
minimumloon-per-nur  
2 May 2016

**In the Netherlands you also have the right to a lawyer, but you need to pay a contribution which depends on your income.**



**I am a victim of exploitation or another crime, can I go to the police?**



Yes, you have the right to report a crime without being detained, also in case you are undocumented. We recommend you take someone with you, FairWork can help you with this.

## More information if your labour rights are being violated:



FairWork is an independent non-governmental organisation (NGO) that supports women and men that are being exploited by their employer in the Netherlands. Any information that you share with us will be kept confidential. The support that FairWork offers is free of charge.



FairWork can be reached (often in your native language) at phone number:  
**+31 20 760 08 09.**



You can also send  
an e-mail to:  
**info@fairwork.nu**

Visit our website:  
**www.fairwork.nu/english**

## Why is it important to keep information about your work and salary?



- You can check if payment has been correct
- Your log can serve as evidence to claim unpaid wages

Day	Date	Start	End	Break	Total hours	Work place address	Payment yes/no	Amount	
Example	1-1-2017	08:30	18:30	12:30-13:30	9	Hoofdstraat 4, Oudhoef	yes	80	
					<b>Week total</b>				
					<b>Week total</b>				



## Remember: the Dutch minimum wage is 9 euro per hour

<https://www.rijksoverheid.nl/onderwerpen/minimumloon/bedragen-minimumloon-2018>

Day	Date	Start	End	Break	Total hours	Work place adress	Payment yes/no	Amount
					<b>Week total</b>		<b>Week total</b>	

## You can also collect extra evidence of your working hours by:



- saving text messages (apps, SMS), emails, photos
- logging name of company, boss and colleagues
- keeping letters, notes and other written instructions from your boss

Day	Date	Start	End	Break	Total hours	Work place address	Payment yes/no	Amount
						Week total		
						Week total		



**TIP**

Download a copy of this work log for a colleague:  
[www.fairwork.nu/worklog](http://www.fairwork.nu/worklog)

Day	Date	Start	End	Break	Total hours	Work place adress	Payment yes/no	Amount
					<b>Week total</b>		<b>Week total</b>	

**TIP**

You can also use an app on your smartphone to log your work information:  
 Timesheet, Hours Keeper, Work Log

Day	Date	Start	End	Break	Total hours	Work place address	Payment yes/no	Amount
Week total						Week total		







За бесплатна и анонимна информация, и за контакти в България, моля посетете в [www.fairwork.nu/bulgaria](http://www.fairwork.nu/bulgaria)

Day	Date	Start	End	Break	Total hours	Work place adress	Payment yes/no	Amount
					Week total		Week total	























За бесплатной анонимной информацией и контактом на русском языке, пожалуйста, обращайтесь сюда [www.fairwork.ru/russki](http://www.fairwork.ru/russki)



Day	Date	Start	End	Break	Total hours	Work place address	Payment yes/no	Amount
		Week total						
		Week total						









Notes:



















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