

## CANADA'S TEMPORARY FOREIGN WORKER PROGRAM

The federal government of Canada's Temporary Foreign Worker Program allows qualified foreign workers like yourself to work for Canadian employers for a specific period of time.

### DO NOT PAY RECRUITMENT FEES

You may have used the services of a recruitment agency or a Third Party Representative (TPR) to find work in Alberta. Such TPRs charge a fee for their services, which are to be paid by the employer. These fees CANNOT be deducted from you.

For more information, call Service Alberta's Consumer Contact Centre at 1-877-427-4088.

### YOUR WORK PERMIT

You must comply with all the terms and conditions indicated on your Work Permit. Your work permit indicates who your employer is, where you work, and what kind of work you do. Read the conditions indicated on your work permit very carefully, any violations may be grounds for your removal from Canada. Your Work Permit has a limited validity, you must apply for renewal if necessary before your it expires.

For more information call CIC at 1-888-242-2100 or visit their website at [www.cic.gc.ca](http://www.cic.gc.ca).

DOs  
DON'Ts

DO follow your work contract.

## YOUR RESPONSIBILITIES AS AN OFW IN ALBERTA

You enjoy the same rights and responsibilities as other workers in Alberta. Both you and your employer are responsible for the terms of your contract. For more information about the Employment Standards Code (including hours of work, overtime, holiday and vacation pay, maternity and parental leave, termination of employment and layoffs, as well as procedures on how to file a complaint) please visit [www.employment.alberta.ca/es](http://www.employment.alberta.ca/es).

If you do not meet your employers expectations as outlined in the contract, your employer has the right to terminate your employment. If your employer commits any violations, you have the right to file a claim against your employer. For more information, call the Temporary Foreign Worker Helpline at 18779449955.

### CHANGING EMPLOYERS

Your Canadian employer is clearly indicated on your Work Permit. You may not work for anyone else, part-time or otherwise. Doing so may be grounds for your removal from Canada.

If you find yourself no longer working for the employer indicated in your Work Permit, you cannot work for another Canadian employer until you have been issued a new Work Permit by Citizenship and Immigration Canada (CIC).

For more information call CIC at 1-888-242-2100.

DOs  
DON'Ts

DO respect the laws, culture, traditions and practices of your host country.

## GETTING HELP WHEN YOU NEED IT

Alberta has a host of services available to you as an OFW to help you make the most out of your stay.

Your documents, including your Work Permit are your responsibility. You must make certain that everything is valid to avoid any inconveniences.

Refrain from consulting with unauthorized individuals, direct your inquiry to authorized Canadian and Albertan government agencies.

As an OFW in Alberta, you may call the **Philippine Embassy in Ottawa or Consulates in Toronto and Vancouver** for assistance and inquiries about passports, affidavits and other documentary requirements.

### OWWA PROGRAMS AND SERVICES

While you are working in Alberta, you and your qualified dependents can avail of OWWA benefits and services. As an OWWA member you are entitled to the following services and benefits: (1) health care, disability and death benefits; (2) education and training benefits (scholarships and skills training); (3) workers assistance and on-site services (repatriation, counselling and mediation/conciliation); (4) social services and family welfare assistance; and (5) Loan guarantee fund (\*under review).

For more information, please visit [www.owwa.gov.ph](http://www.owwa.gov.ph).

DOs  
DON'Ts

DON'T accept any hand-carried package from anyone unless you first see what is inside. Many people have been arrested and jailed for carrying firearms and drugs without their knowledge.