



Welsh

MAE GENNYCH CHI LAWER O HAWLIAU YN Y GWAITH OND DIM OND GMB A ALL SICRHAU EICH BOD YN EU CAEL

Mae gennych chi lawer o hawliau pan fyddwch yn gweithio. Ategir yr hawliau hyn gan ddeddfau sy'n berthnasol lle bynnag y byddwch chi'n gweithio a beth bynnag y byddwch chi'n ei wneud, ond mae rhai sy'n torri ac yn anwybyddu deddfau bob amser felly os nad ydych chi'n perthyn i GMB sut byddwch chi'n sicrhau eich bod yn mwynhau eich hawliau?

- Os ydych yn gweithio mewn diwydiant sgiliau megis peirianeg, gwneud llongau neu adeiladu, neu mewn unrhyw le lle mae cytundebau bargeinio cenedlaethol mewn grym, yna mae gennych chi hawl i'r cyfraddau cyflog, gwyliau, oriau ychwanegol, bonysau a buddiannau eraill sydd yn y cytundebau hynny.
- Rhaid ichi gael tâl o £6.08o leiaf (os ydych chi dros 22 oed) a £4.98 os ydych chi rhwng 18 ac 21 oed, sef yr Isafswm Cyflog am bob awr o waith. Pennir y ffigur hwn gan y Llywodraeth ar 1 Hydref bob blwyddyn.
- Rhaid ichi gael o leiaf 5.6 wythnos (sef 28 diwrnod yn achos rhywun sy'n gweithio am 5 diwrnod yr wythnos) o wyliau gyda thâl bob blwyddyn.
- Rhaid ichi egwyl o 20 munud ar ôl chwe awr o waith ac egwyl o 11 awr rhwng sifftiau.
- Ni cheir eich gorfodi i weithio am fwy nag 48 awr yr wythnos os nad ydych chi am wneud.
- Rhaid ichi gael contract gwaith ysgrifenedig sy'n cynnwys manylion eich swydd, eich oriau, eich tâl a'ch gwyliau.
- Mae gennych chi'r hawl i weithio mewn lle diogel ac iach.
- Mae gennych chi'r hawl i dderbyn y swm cywir a enillwyd gennych ac mewn pryd.
- Mae gennych chi'r hawl i ymaelodi ag undeb llafur i'ch cynrychioli a negodi ar eich rhan.
- Mae gennych chi'r hawl i gael eich cynrychioli gan eich undeb a fydd yn negodi ar eich rhan .
- Mae gennych chi'r hawl i gael eich cynrychioli yn y gwaith gan eich undeb llafur mewn gwrandawriad disgyblaethol – hyd yn oed os nad yw eich cyflogwr yn cydnabod yr undeb.
- Mae gennych chi'r hawl i beidio â chael eich erlid am ymaelodi ag undeb llafur. Mae'n anghyfreithlon ichi gael eich diswyddo am fod mewn undeb neu am gysylltu ag undeb.
- Mae gennych chi'r hawl i gael cydnabyddiaeth i undeb yn eich gwaith - os yw mwyafrif o'r gweithlu'n cytuno.
- Mae gennych chi hawl i beidio â chael eich diswyddo'n annheg. Gellid gorfodi eich cyflogwr i dalu hyd at £50,000 i chi os cewch chi eich diswyddo ar gam.
- Rydych yn fwy tebygol o gael yr hawliau yma os ydych chi'n perthyn i uned llafur GMB. Ni yw undeb Cyffredinol Prydain. Mae ein haelodau'n gweithio mewn llawer o ddiwydiannau gan gynnwys peirianeg, adeiladu a chynnal a chadw llongau, adeiladu, y gwasanaeth iechyd a llywodraeth leol.

Ymaelodwch ar unwaith ar at www.gmb.org.uk/join neu defnyddiwch y manylion cyswllt isod

Ffôn: 020 8947 3131

Cyfeiriad: GMB, 22-24 Worpole Road, London, SW19 4DD

E-bost: info@gmb.org.uk

Gwefan: www.gmb.org.uk

Ymaelodwch â GMB ar-lein ar www.gmb.org.uk/Join



English

YOU HAVE MANY RIGHTS AT WORK BUT ONLY GMB CAN MAKE SURE YOU GET THEM

You have many rights when you go to work. These rights are backed up by laws that apply wherever you work and whatever job you do but laws are broken and ignored all the time so unless you belong to GMB how will you make sure your rights are enforced.

- If you are working in a skilled industry such as engineering, shipbuilding or construction, or anywhere that is covered by national bargaining agreements then you are entitled to the rates of pay, holidays, overtime, bonuses and other premia set out in those agreements.
- You must be paid at least £6.08 (if you are over 22) and £4.98 if you are aged between 18 and 21, the National Minimum Wage for each hour you work. This figure is set by the Government on October 1st every year.
- You must have at least 5.6 weeks (equivalent to 28 days for someone working 5 days a week) paid holiday each year.
- You must have a 20 minute break after six hours work and 11 hours break between shifts.
- You cannot be forced to work more than 48 hours a week if you do not want to.
- You must have a written contract of employment that includes details of your job, your hours, pay and holidays.
- You have the right to work in a safe and healthy workplace
- You have the right to be paid the correct amount, on time that you have earned.
- You have the right to join a trade union to represent you and negotiate on your behalf.
- You have the right to be represented at work by your trade union to represent you and negotiate on your behalf.
- You have the right to be represented at work by your trade union at a disciplinary hearing - even if your employer does not recognise the union.
- You have the right not to be victimised for joining a trade union. It is against the law for you to be sacked for being in a union or for contacting a union.
- You have the right to get a union recognised where you work - if a majority of the workforce agree.
- You have a right against being sacked unfairly. Your employer could be made to pay you up to £50,000 if you are unfairly sacked.
- You are more likely to get these rights if you belong to the GMB trade union. We are Britain's General union. Our members work in many industries including engineering, shipbuilding and repair, construction, the health service and local government.

Join immediately at www.gmb.org.uk/join or use the contact details below

Telephone: 020 8947 3131

Address: GMB, 22-24 Worple Road, London, SW19 4DD

Email: info@gmb.org.uk

Website: www.gmb.org.uk

Join GMB online at www.gmb.org.uk/Join