

Grade 7 EMS Worksheet

Assessment Task: Rights Responsibilities of employers and employees

The rights and responsibilities of employers and employees (Individual activity)

Study the information on mind-mapping skills below and answer the questions that follow.

Mind-mapping skills:

- A mind map helps you to organise your thoughts and ideas.
- You can use it to analyse and seek solutions to complex problems.
- Position the main idea of what you are thinking about in the centre of the page.
- Use lots of space so that you can add things later.
- Make the map your own; personalise it. Use different colours or different pens.
- Look for relationships between thoughts or facts you are writing down.

- a) Discuss the roles of employers and employees in the economy. Write down an explanation of their roles. Mind-map the rights and responsibilities of employers and employees. Since these rights and responsibilities are linked, you should use one mind map. On your completed mind map, mark the rights and responsibilities that match. Example: an employer's right to demand work performance from employees in return for wages, and the employees' right to receive fair wages in return for their work. [4 marks]
- b) Then write these down in a table like the one below. Leave the rows open where you list rights or responsibilities that do not match. Present your work to the class.

Rights of employers	Responsibilities of employers	Rights of employees	Responsibilities of employees
To demand work performance from employees	To pay fair wages in return for work performed	To be paid fair wages for work performed	To do their work as best they can

[20marks]

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Suggested Solutions

Question number	Possible marks	Solution																																				
1	24	<p>a) Roles of employers in the economy: to provide employment to employees and to pay them salaries to compensate them for their work Roles of employees in the economy: to provide labour to employers and to earn an income to spend on goods and services</p> <p>b)</p> <table border="1"> <thead> <tr> <th>Rights of employers</th> <th>Responsibilities of employers</th> <th>Rights of employees</th> <th>Responsibilities of employees</th> </tr> </thead> <tbody> <tr> <td>Example: To demand work performance from employees</td> <td>Example: To pay fair wages in return for work performed</td> <td>Example: To be paid fair wages for work performed</td> <td>Example: To do their work as best they can</td> </tr> <tr> <td>To expect employees to comply with workplace safety and security procedures</td> <td>To provide a safe and secure workplace</td> <td>To have a safe and secure workplace</td> <td>To comply with the safety and security procedures in the workplace</td> </tr> <tr> <td>To expect employees to keep to the terms of the conditions of service entered into</td> <td>To comply with employee conditions of service</td> <td>To be treated as agreed in the conditions of service</td> <td>To keep to the terms of the conditions of service entered into</td> </tr> <tr> <td></td> <td>To ensure that there is no discrimination in the workplace</td> <td>Not to be discriminated against on whatever grounds</td> <td></td> </tr> <tr> <td>To expect employees to undergo training for job</td> <td>To ensure employees receive proper training</td> <td>To receive proper training</td> <td>To do their work as trained</td> </tr> <tr> <td>To belong to an employer's association</td> <td></td> <td>To belong to a trade union</td> <td></td> </tr> <tr> <td></td> <td>To provide employees with a duty sheet or job description</td> <td>To receive a duty sheet or job description</td> <td></td> </tr> <tr> <td>To expect employees to handle possessions in the workplace with care</td> <td></td> <td></td> <td>To handle employer's possessions in the workplace with care</td> </tr> </tbody> </table>	Rights of employers	Responsibilities of employers	Rights of employees	Responsibilities of employees	Example: To demand work performance from employees	Example: To pay fair wages in return for work performed	Example: To be paid fair wages for work performed	Example: To do their work as best they can	To expect employees to comply with workplace safety and security procedures	To provide a safe and secure workplace	To have a safe and secure workplace	To comply with the safety and security procedures in the workplace	To expect employees to keep to the terms of the conditions of service entered into	To comply with employee conditions of service	To be treated as agreed in the conditions of service	To keep to the terms of the conditions of service entered into		To ensure that there is no discrimination in the workplace	Not to be discriminated against on whatever grounds		To expect employees to undergo training for job	To ensure employees receive proper training	To receive proper training	To do their work as trained	To belong to an employer's association		To belong to a trade union			To provide employees with a duty sheet or job description	To receive a duty sheet or job description		To expect employees to handle possessions in the workplace with care			To handle employer's possessions in the workplace with care
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