

# EMPLOYMENT NEW ZEALAND



MINISTRY OF BUSINESS,  
INNOVATION & EMPLOYMENT  
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Welcome to the Employment New Zealand newsletter. Here you will find the latest news and information about employment rights and responsibilities.

You are receiving this email because your business has opted to provide its email publicly on the New Zealand Business Number (NZBN) website or you have subscribed to our newsletter. As a business or a worker, we think you will be interested in hearing about the latest employment news and information. However, if you consider this newsletter not relevant, please unsubscribe at the bottom of this newsletter.

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### **Mondayisation - how does it work for your business?**

This year, Boxing Day and the day after New Year's Day fall on a Saturday and are 'Mondayised'. How this affects employees depends on when they would normally work.

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### **Planning the perfect work Christmas party**

We're not party planners, but we do have some helpful tips on planning a Christmas party that is enjoyable for everyone. This means taking steps to avoid accidents or inappropriate behaviour, like sexual harassment and bullying.

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### **Meeting the need for extra help during the holiday season**

To deal with the holiday season rush and employees taking time off during the summer, your business can look to hire talented students with Student Job Search. However, you should make sure you avoid making costly employment mistakes when hiring workers for the holiday season.

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### Scenario: Christmas closedown

Frankie owns a construction company in Auckland and employs 15 staff. One week before Christmas, Frankie tells her employees that the business will be closing for two weeks from Christmas Day and that her employees need to take annual holidays over the period, or go on unpaid leave. Some of Frankie's employees don't have enough annual leave to cover the whole time the business is closed and are concerned about not being paid during the closedown. Can Frankie close down the business over Christmas and make her employees take paid or unpaid leave with only one week's notice?

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