

	6	

Weekly Working Hours 8 hours a day max
Extra 2 hours a day possible if
weekly total < 48

STATUTORY

GOOD PRACTICE

36 to 40 hours weekly

ABOVE & BEYOND

Flexible hours



Overtime Compensation

24 days when on a 6-day week

Compensation is paid if:

- Overtime is >15% of regular working hours

- Monthly salary < €6,900 West & €6,450 East

Time off in lieu or increased pay rate (20%)



Paid Time Off

20 days when on a 5-day week5 extra days for severely disabled workers

25 to 30 days

Unlimited



Public Holidays

9 national holidaysAdditional holidays based on the state

Christmas Eve and New Year's Eve as half or full days off

General benefits



Pension

Part of the welfare program covered by social security *

Private pension

Financed in part by employer and employee

Private pension



Healthcare

Part of mandatory public health insurance **

Private health insurance

Premium ~ €100 per month (not common)

+ Dental and vision private

healthcare (not common)

Financed mostly by the employer



Flexible working

Employees can request a reduction WFI of their working time hou

WFH at least once a week & flexible hours (with established core hours)

WFH full-time & flexible hours in



Education & Training

Development budget to be used in conferences, training, and language classes

Freedom to take whichever training or conference the employee wants

the summer



Life Insurance & Assurance

insurance. Cover for 3-5 times annual salary, depending on the type of accident

Employer-paid supplemental life



Transport

Free or partially paid public transport to and from work

Car allowance/lease plus fuel budget (senior and sales positions)

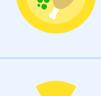
Child support, including



Wellness (gym, fitness, yoga)

Discounted or free gym membership

transportation and meals and help with rent



Meals

Bonus

Free coffee, tea, fruits and snacks daily

Low-cost employee cafeteria

contribute 50% of the cost.
- Free meals or subsidised canteens

Christmas and vacation bonus

- €7 vouchers per day, and up to 15

vouchers per month. Companies



Home Office Budget the year, known as Christmas bonus

One-off payment to set up an

appropriate office space - €500

An extra month's wage at the end of

Monthly stipend €50 allowance for recurring office-related costs

Leave



Sick Leave

6 weeks of statutory sick pay per sickness, paid by employer. Following 6-78 weeks by the national health insurance

Not common as statutory sick leave is quite comprehensive

1-2 paid days off

2 paid days

Private insurance with extended coverage



Maternity Leave

6 weeks before birth + 8 weeks following birth. 4 weeks extra for premature birth or twins/triplets

Flexible (reduced hours) reintegration & time off for IVF treatments

Extended to the father

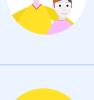
Longer paid time off



Paternity Leave

24 months (28 each if both parents

days) or long-term (up to 6 months)



Adoption Leave

Parental Leave &

take the leave). Limited to the child's 8th birthday, paid by the government for the first 12 months

Top up government's pay to full pay

after government payment stops

Extended leave for grieving

or as much as needed

Pay for remaining months of leave



Bereavement leave

Carers

leave

Unpaid time off to take care of loved ones. Could be either short-term (up to 10

Paid time off for short-term leave

Paid time off for long-term leave



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*Employer contributes a total of 19.325% of the salary for social security (9.3% contribution to pension)

** Employer contributes 7.3% of employee salary