

# Collective Labour Agreement

## Wood-processing industry

1 April 2022 to 31 March 2024

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# 1. Entry into employment - leaving the employment

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## 1.1 Employment contract

### 1.1.1 For a definite or indefinite period of time

- The employer and the employee enter into an employment contract for an indefinite period of time.
- They can also enter into an employment contract for a definite period. The latter must be concluded in writing.

### 1.1.2 A series of employment contracts

- A series of employment contracts consists of:
  - multiple, successive employment contracts for a definite period,
  - possibly interrupted by a period of up to six months at a time.
- Has a series of contracts lasted more than 36 months? In that case, the last employment contract in the series will be regarded as an employment contract for an indefinite period of time, with effect from the next day after those 36 months.
- Does a series consist of more than three employment contracts for a definite period of time? In that case, the fourth will be an employment contract for an indefinite period.
- Has the employee worked in the capacity of an agency worker in the company as well? In that case, the temping period(s) count when determining the number of employment contracts and the number of months that these have lasted together.
- Exception: Does it concern an employee who has reached state pension age? In that case, a series may last a maximum of 48 months and consist of a maximum of six employment contracts for a definite period of time. Is one of these maximums exceeded? In that case, it automatically converts into an employment contract for an indefinite period.

### 1.1.3 Probationary period

- A probationary period only applies if laid down in the employment contract.
- Table 1.1.3 states how long a probationary period may last.

**Table 1.1.3: Maximum probationary period**

type of employment contract	maximum probationary period
<b>indefinite period of time</b>	2 months
<b>definite period of time</b>	
- 6 months or less	no probationary period
- more than 6 months, less than 2 years	1 month
- 2 years or more	2 months
- for the duration of a specific project *	1 month

\* Without specific end date.

#### 1.1.4 Recommendation: induction of new employees

- The parties to the collective labour agreement advise the employer to ensure a proper induction of new employees.
- Important topics include:
  - the organisation of the company and the production process;
  - the company regulations;
  - working conditions and safety (including the mandatory course on health and safety at work; see 5.2);
  - training opportunities;
  - employee participation;
  - collective labour agreement.

## 1.2 Job classification

### 1.2.1 Job classification and remuneration

- The employer is responsible for an employee's job classification in a production job.
- The position of an employee is classified in one of the five job categories from 1.3.
- The employer selects the job category that best suits:
  - the nature of the work that the employee is tasked to do and
  - the professional knowledge and practical experience of the employee.
- Each job category has a corresponding pay grade (I to V).
- Employees earning more than € 40,000 gross per year (excluding allowances) are not classified in a job category.

### 1.2.2 Postponing the job classification and temporarily paying a lower wage

- The collective labour agreement distinguishes two situations in which the employer may postpone the job classification and temporarily pay the employee *less* than the negotiated wage.
  - Is the employee new to the company? And is he under 21 years old? In that case, the employer may postpone the job classification until the end of the probationary period. Until that time, he must pay the employee the statutory minimum wage. Does the employee reach the age of 21 during his probationary period? In that case, the payment of this minimum wage ends on his birthday.
  - Is the employee new to the wood-processing industry? And he didn't complete any relevant vocational training or gained the necessary work experience? In that case, the employer may postpone the job classification for a maximum of 6 months. In the meantime, he must pay the employee in accordance with the preliminary salary scale. In that case, the wage will be the average between that of pay grade I and the statutory minimum wage.
- Does the new employee meet the criteria for both arrangements? In that case, the employer determines which arrangement he will apply. However, he may not apply both arrangements to the same employee.
- At the end of the period in which the employee has received the lower wage, the employer will classify him in a job category according to 1.2.1. From that moment on, the employee is entitled to the negotiated wage associated with his pay grade (see 4.1.5).

### 1.2.3 Recording agreements in writing

- The employer informs the employee in writing about:
  - the job category which the employee has been classified into and
  - the actual wage per payment period that the employee will be paid.
- Does the employee's classification change over time? In that case too, the employer will inform the employee about this in writing.

## 1.3 Description of job categories

### 1.3.1 Introduction

- The job categories I to V for employees in a production job are described in table 1.3.1.
- The corresponding example profiles are listed in Appendix 1.

**Table 1.3.1: Description of job categories for employees in production jobs**

job category	nature of the work	training	practical experience	independence	equipment	manual labour
<b>I</b>	simple; unambiguous manual tasks		not needed	works solely under supervision	non-complex hand tools, aids and machines	limited degree of skill and material aptitude
<b>II</b>	simple; unambiguous manual tasks		not or hardly needed	often works on assignment and under supervision	non-complex hand tools, aids and machines	limited degree of skill and material aptitude
<b>III</b>	mainly unambiguous manual tasks	general basic knowledge, supplemented with some theoretical professional knowledge is desirable	longer practical experience is desirable	often works independently, but according to instructions	less complex machines that the employee operates and sets according to instructions <i>or</i> complex machines that the employee operates according to instructions	reasonable degree of skill and material aptitude
<b>IV</b>	manual tasks	general basic knowledge, supplemented with ample theoretical professional knowledge is required	special, versatile and extensive practical experience is required	works independently, based on personal interpretation of guidelines	complex machines that the employee operates and possibly sets according to instructions	a high degree of skill, independence and material aptitude required
<b>V</b>	driver of external means of transport	driver's diploma				

## 1.4 Rights and obligations of the employer

### 1.4.1 Company regulations

- The company regulations are defined in a document with rules for the performance of the work. It further contains rules to promote the smooth running of affairs within the company.
- The employer is entitled to draw up company regulations. However, these regulations may not be contrary to the law or the collective labour agreement.

### 1.4.2 Annual social report

- Does the Works Councils Act apply to the company? In that case, the employer is obliged to publish an annual social report once a year. In addition to the members of the employee participation body, the other employees receive a copy as well.
- An annual social report contains factual, non-privacy-sensitive data that clarify what policy the employer has pursued in the field of social affairs and human resources. The Works Councils Act specifies which topics must be discussed.
- Does the Works Councils Act not apply to the company? In that case, the parties to the collective labour agreement advise the employer to still apply the above rules of 1.4.2.

### 1.4.3 Agency workers

- The employer works with certified employment agencies only.

## 1.5 Rights and obligations of the employee

### 1.5.1 Working for others

- Does the employee want to do the work he performs for his employer for others as well? Or does he want to do this for his own account? In that case, he must ask the employer for permission.
- In principle, the employer will give permission for this. However, the employer may refuse this if:
  - the total number of hours that the employee works exceeds forty hours per week due to the extra work;
  - the extra work would harm major interests of the employer's company (this may be the case if the employee starts working for a competing company, is no longer able to do his own work properly or exposes himself to serious health and safety risks).
- Does the employer deny permission? In that case, he will inform the employee in writing about his arguments.

## 1.5.2 Obligations

- The employee does his job to the best of his ability. In doing so, he follows the instructions of the employer.
- The employee is obliged to also do work other than the work associated with his position. This obligation applies under the following conditions:
  - the employer instructs him to do the work;
  - this only happens in special cases;
  - the work is related to the business and
  - the employee is able to perform this work.Does it concern work that is classified in a higher job category? And does the employee have to do this work for more than a week without interruption? In that case and for as long as he does this work, he is entitled to the corresponding higher negotiated wage.
- The employee is not obliged to work for another employer. An exception applies when rehabilitating in the event of illness and occupational disability.
- Does the employee damage company property? And is this an intentional act? In that case, Article 7:632 of the Civil Code applies.

## 1.6 End of the employment contract

### 1.6.1 Terminating an employment contract

- The following rules apply to terminating an employment contract for an indefinite period of time.
  - The end of the employment contract coincides with the end of a wage payment period.
  - The employer and the employee must adhere to the notice periods as stipulated in table 1.6.1.
  - Unless otherwise agreed, the notice period may not be completed using days' holiday.
  - Notice must be given in writing. The party who has given notice must be able to prove this with proof of posting or proof of receipt.
- Giving notice is not required in the following cases.
  - When the employee reaches state pension age. In that instance, a notice period of one month does apply to the employer.
  - At the end of an employment contract for a definite period of time. No notice period applies in that case.
- Towards the end of an employment contract for a definite period of time, the statutory notice period of one month applies. This is the last month before the end date of the employment contract. In that month, the employer informs the employee whether the employment contract will be extended and, if so, under what conditions.

**Table 1.6.1: Notice periods for employer and employee \***

employment contract term	notice period for employer	notice period for employee
indefinite period of time		
less than 5 years	1 month **	1 month
5 to 10 years	2 months	1 month
10 to 15 years	3 months	1 month
15 years or more	4 months	1 month

\* In the case of four-week wage payments, a period of four weeks applies instead of one month.

\*\* This is 2 months for employees aged 45 and older who have not yet reached state pension age.

### 1.6.2 Dismissal for urgent cause



- Does the employer terminate the employment contract for urgent cause, as referred to in Article 7:678 of the Civil Code? Then the following applies.
- The notice periods as stipulated in table 1.6.1 do not apply.
- The employer immediately tells the employee the reason for the dismissal.
- He confirms this by registered letter. He does this within 48 hours after the employment contract has been terminated. This period does not include Saturdays, Sundays and public holidays.

### 1.6.3 Settlement at the end of the employment contract

- The employer pays the days' holiday that the employee has not used, but to which he is still entitled.
- In addition, he pays the holiday allowance that the employee has accrued up to that point, but which the employee is yet to receive.
- The employee is not entitled to payment or enjoyment of the scheduled days off that have been scheduled in for the remainder of the calendar year.
- Has the employee followed any courses or training in the previous three years? In that case, he may have to reimburse the employer for part of the course or training costs (see table 1.6.3), with the exception of courses or training required by the employer and/or by law. This is the case if:
  - the employee terminates the employment contract himself or
  - the employer dismisses the employee for urgent cause, as referred to in Articles 7:678 and 7:679 of the Civil Code.

**Table 1.6.3: Reimbursement of training costs at the end of the employment contract**

number of years between completion of training and end of employment contract	how much does the employee have to pay back?
less than 1 year	all
between 1 and 2 years	two-thirds
between 2 and 3 years	one-third
more than 3 years	nothing

### 1.6.4 Death benefit

- In the event of the employee's death, the employer pays the surviving relatives a one-off death benefit. This benefit will be equal to the employee's negotiated wage for the period from the day of death until the end of that month plus two months thereafter.
- In this context, surviving relatives are taken to mean:
  - the life partner from whom the employee was not permanently separated at the time of death;
  - in the absence of such a life partner: the employee's natural or legally recognised minor children;
  - in the absence of those: the persons with whom the employee lived in a family unit and for whom he was the main breadwinner.
- Death due to an accident: see also 6.3.

## 2. Working time and working hours

- 2.1 Agreements per company and per employee
- 2.2 Normal working time, part-time and working hours
- 2.3 Deviating from the normal working time and working hours
- 2.4 Overtime and additional hours
- 2.5 Shift work
- 2.6 Night shift
- 2.7 Further rules for work and rest periods

### 2.1 Agreements per company and per employee

#### 2.1.1 For whom?

- The rules of 2.1 only apply to employees in a production job.

#### 2.1.2 Agreements per company

- The employer decides in consultation with the employee participation body or, in the absence thereof, the majority of the employees concerned, about:
  - the work and rest periods;
  - any deviation from the normal working time according to 2.3.1 and 2.3.2.
- Do they fail to reach an agreement on working hours and break times? Then both parties can submit the dispute to the Joint Committee.

#### 2.1.3 Agreements per employee

- Does the employee want to work at different times on account of private circumstances or care obligations? Then the employer will discuss this with him.
- The employer will enter into agreements about this with the employee, unless business interests dictate otherwise.

### 2.2 Normal working time, part-time and working hours

#### 2.2.1 For whom?

- The rules of 2.2 only apply to employees in a production job.

#### 2.2.2 Normal working time

- The normal working time per year is:
  - 2,080 hours in a year of 260 working days and
  - 2,088 hours in a year of 261 working days.
- Normal working time is based on
  - a 40-hour working week from Monday to Friday,
  - during which the employee works 8 hours a day.
- An employee working a normal working time according to his employment contract is referred to in this collective labour agreement as a 'full-time employee'.
- The relevant paragraph does not apply to security staff and guards.

### 2.2.3 Part-time work

- An employee works part-time if the working time according to his employment contract is part of the normal working time stated in 2.2.2. His actual working time per week may deviate from this on the basis of 2.3.2.
- If an employee works part-time, the collective labour agreement provisions apply in proportion to his working time, provided this is stated.
- Does the employee want to start working part-time? And the employer is of the opinion that this does not harm business interests? In that case, he will give the employee the opportunity to do so. This is regulated in the Flexible Working Act. See [www.rijksoverheid.nl](http://www.rijksoverheid.nl).
- The collective labour agreement distinguishes two special forms of part-time work for older employees. They are the 80/100 arrangement in 5.7.1 and the 80/90/100 arrangement in 5.7.2.

### 2.2.4 Normal working hours

- Normal working hours are any hours from 7 am to 8 pm. Normal working hours are within this time window, unless the working hours must be temporarily shifted (time window) in connection with measures to regulate the power supply or other government measures.
- The employer may use an extended time window that runs from 6 am to 8 pm. In that case, the following three conditions apply:
  - it is needed for the purpose of flexibility and/or to allow the daytime shift to run parallel to the shift work,
  - the employee participation body or, in the absence thereof, a two-thirds majority of the employees concerned, has agreed (this condition does not apply in individual cases involving voluntary cooperation), and
  - the responsible directors of the employees' organisations that are parties to this collective labour agreement have agreed to this as well (this condition does not apply in individual cases involving voluntary cooperation).

## 2.3 Deviating from the normal working time and working hours

### 2.3.1 For whom?

- The rules of 2.3 only apply to employees in a production job.

### 2.3.2 Deviating from the working time per week

- The employer may deviate from the normal working time by deciding on:
  - a fixed working time of less than 40 hours per week;
  - an average working time of 40 hours per week.
- The following applies in both cases:
  - The employer decides in consultation with the employee participation body or, in the absence thereof, the majority of the employees concerned;
  - he can apply the arrangement to specific departments or to the company as a whole;

- the working time in the employee's employment contract continues to be based on the normal working time; a full-time employee therefore remains working full-time and the part-time percentage of the part-time employee remains the same;
- the employee's remuneration continues to be based on 40 hours per week; for part-time employees this applies in proportion to the weekly working time according to their employment contracts.
- In the event of a fixed working time of less than 40 hours per week, the following additional rules apply:
  - the employee is granted less scheduled time off than an employee working 40 hours (see 3.3).
- An average working time of 40 hours per week makes it possible to respond to highs and lows in production. In addition to the second paragraph of 2.3.2, the following rules apply:
  - the normal working time per year does not change; longer working weeks are therefore compensated within the calendar year by shorter ones and vice versa;
  - a working week may not be more than 45 hours and not be less than 31 hours; the maximum working time per day is 9 hours;
  - The employer draws up a schedule for the working weeks with deviating working times; he will make this schedule known within the company in a timely manner;
  - the employee works overtime insofar as he works at hours outside the schedule for the working weeks with deviating working times; the definition of overtime as stated in 2.4.2 applies to working weeks with normal working times.

### 2.3.3 Deviating from the working time per day

- In special cases, the employer may temporarily set the working time at 9.5 hours per day.
- In that case, the following conditions apply:
  - implementation of this decision is subject to written permission of the Joint Committee.

### 2.3.4 Deviating from the working time per week and per day

- The normal working time of 8 hours per day from Monday to Friday does not apply to employees who:
  - due to the nature of their work have to work at different times;
  - work in shifts, if the allocated shifts make this impossible.

### 2.3.5 Working on Saturday

- The employer is entitled to make Saturday a normal working day.
- In that case, the following conditions apply:
  - The responsible officers of the employees' organisations who are party to this collective labour agreement have agreed to this on behalf of their members in the company.
  - Is Saturday part of an employee's normal working week? In that case, he will be paid one hour of actual wage plus a 25% allowance per hour worked.
  - This employee will have an alternative day off during the week. Does he work overtime on that day? In that case, he will be paid one hour of actual wage plus a 50% allowance per hour worked.
- Overtime on Saturday: see 2.4.

### 2.3.6 Working on Sunday

- The employee is not obliged to work on a Sunday.

- Does the employee decide to do this anyway, at the request of the employer? In that case, he is entitled to one hour of actual wage plus a 100% allowance per hour worked. This is irrespective of whether it concerns overtime.
- Sundays last from midnight to midnight.

## 2.4 Overtime and additional hours

### 2.4.1 For whom?

- The rules of 2.4 only apply to employees in a production job. The rules of 2.4 do not apply to engine drivers, stokers, security staff and guards. Their working hours are so much longer as is necessary in connection with their normal duties.

### 2.4.2 Overtime

- Overtime is deemed to exist if the employee performs work on behalf or at the request of the employer outside the normal daily working hours for the relevant business unit:

### 2.4.3 Additional hours

- Additional hours are hours that a part-time employee works on behalf or at the request of the employer:
  - in addition to his contractual hours,
  - without this causing him to work longer than the normal daily working hours for the relevant business unit.
- The part-time employee accrues holiday entitlements, holiday allowance and pension rights over any additional hours.

### 2.4.4 Exceptions

- The following situations are not deemed overtime.
  - Extra time that does not exceed half an hour immediately before the start or after the end of the normal working hours.
  - In the event of an average working time per week based on 2.3.2: additional hours worked by the part-time employee within the full-time schedule that applies to (the department of) the company.
  - Making up for hours that have been interrupted or shortened at the initiative of the employee.
  - Odd jobs from Monday to Saturday, outside the municipality where the employee usually works, unless the employer has ordered to work overtime.

### 2.4.5 Overtime allowance

- An employee working overtime is entitled to an overtime allowance.
- For every hour of overtime worked, the employee is paid one hour of actual wage plus an allowance according to table 2.4.5. The employee accrues holiday allowance over overtime worked.
- Does the employee work overtime on a day that coincides with two types of days from the table? For example, a Monday that is a holiday as well? In that case, he will only receive the higher of the two allowances.
- The employee can have the overtime allowance paid or compensated in time in lieu. Does he opt for time in lieu? In that case, he must use that time off within thirty days after having worked the overtime.

**Table 2.4.5: Overtime allowances**

type of day/hours	allowance on the actual hourly wage
Monday to Friday: the 1st and 2nd hour of overtime before or after normal working hours	25%
Monday to Friday: other overtime hours	50%
Saturday: all overtime hours	50%
Sunday: all hours worked	100%
public holiday from Monday to Friday: all hours worked	125%
public holiday on Saturday or Sunday: all hours worked	125%

#### 2.4.6 When mandatory, when forbidden?

- Overtime is mandatory if:
  - according to the employer, special circumstances necessitate this and
  - the majority of the employees concerned agree; if the overtime lasts more than a week, the consent of the employee participation body is required as well.
- Exception: Overtime is not mandatory:
  - on Sundays and public holidays;
  - for employees aged 57 or over.
- Structural overtime is prohibited. This is overtime at a fixed frequency, lasting more than six months. The employer can ask the Joint Committee to grant dispensation from this prohibition.
- Is there a difference of opinion about overtime between the employer and the employee? Then the parties concerned can submit their dispute to the Joint Committee.

#### 2.4.7 Other overtime rules

- The employer organises the overtime in such a way that it aligns with the start or end of the normal working hours as much as possible.
- The employer must announce no later than 12 noon that the employee will have to work overtime on that day.
- Did the employee arrive late or was he absent without permission from the employer? In that case, the employer may offset any missed working hours against the overtime worked by the employee in that same week.

## 2.5 Shift work

### 2.5.1 Allowance

- Does the employee work in shifts? In that case, he is entitled to a shift work allowance in accordance with table 2.5.1. This is an allowance on the actual wage.

**Table 2.5.1: Shift work allowance**

when working in two or three shifts	allowance
hours between 5 am and 11 pm	15%
hours between 11 pm and 5 am	30%

### 2.5.2 Other rules for shift work

- The employer may only introduce shift work after approval by the employee participation body or, in the absence thereof, the majority of the employees concerned.
- Is the employee aged 57 or over? In that case, he is not obliged to work in shifts.

- Does the employer terminate or change the employee's shift work without the employee having requested this? And does this reduce the employee's income? In that case, the employer will examine whether he can introduce a financial phase-out scheme. He does this in consultation with the employee participation body. Or, in the absence thereof, he does so in consultation with the responsible officers of the employees' organisations that are parties to this collective labour agreement.

## **2.6 Night shift**

### **2.6.1 Allowance**

- Can employees only in the evening or at night due to special circumstances in the company? And this does not concern overtime? In that case, the employee is entitled to a night shift allowance. This is an allowance on the actual wage.
- The night shift allowance is 30% and applies to hours worked between 8 pm and 7 am.

## **2.7 Further rules for work and rest periods**

### **2.7.1 Working Hours Act**

- The Working Hours Act applies to parts of the work and rest periods that are not regulated in 2.1 to 2.6. See [www.rijksoverheid.nl](http://www.rijksoverheid.nl).

### 3. Days off, sickness absence and leave

- 3.1 Holiday
- 3.2 Public holidays
- 3.3 Scheduled time off
- 3.4 Short-term leave and birth leave
- 3.5 Leave in connection with a death
- 3.6 (Other) unpaid leave

#### 3.1 Holiday

##### 3.1.1 Number of days' holiday

- The employee is entitled to a standard number of days' holiday per year from table 3.1.1. Days' holiday are accrued per calendar year. The employer may not deviate in this regard from Article 7:635 of the Civil Code, paragraphs 1 to 3.
- The numbers of days from table 3.1.1 apply to the employee:
  - who works full-time and
  - has been employed by the same employer throughout the calendar year.
- Does the employee work part-time? In that case, he is entitled to the number of days' holiday in proportion to his working time.
- Has the employee been in the employ of the employer for only part of the year? In that case, he is entitled to the number of days' holiday in proportion to the number of days he has been employed.
- The employer may express holiday entitlement in hours instead of days.
- The employer continues to pay the income for days' holiday, as referred to in Articles 7:610 and 7:639 of the Civil Code.

**Table 3.1.1: Standard number of days' holiday per year**

age	statutory	over and above the statutory minimum	total
up to 17	20 days	10 days *	30 days
18 and older	20 days	5 days	25 days

\* Five of these ten days only apply to those who have been employed by the same employer throughout the previous calendar year.

##### 3.1.2 Right to additional days' holiday

- Has the employee been employed by the employer for 25 years? And this period was without interruption, except for conscription? In that case, as from that calendar year, he is entitled to 2 additional days' holiday per year, over and above the statutory minimum.
- Is the employee aged 56 or over? In that case, he is entitled to a number of additional days' holiday per year, over and above the statutory minimum. See table 3.1.2. This right applies with effect from the calendar year in which the employee reaches the corresponding age.
- The numbers of additional days from table 3.1.2 apply to the employee:
  - who works full-time and
  - who has been employed by the same employer throughout the calendar year.Does the employee not meet these conditions? In that case, the number of days are calculated proportionally. See 3.1.1.



- Was the employee entitled to a larger number of additional days' holiday for senior employees on the basis of a previous collective labour agreement for the Wood-Processing Industry? In that case, he retains the right to that larger number of days.
- The employee may at the same time be eligible for the additional days' holiday on the basis of his 25 years of service and the additional days' holiday by virtue of his age.

**Table 3.1.2: Additional days' holiday for employees aged 56 or over**

age	number of additional days per year * (over and above the statutory minimum)
56	2 days
57	3 days
58	4 days
59	5 days
60 and older	6 days

\* The number of days are totals per year.

### 3.1.3 Purchasing additional days' holiday

- Does the employer have an arrangement for the exchange of employee benefits? In that case, the employee can buy a maximum of 5 additional days' holiday per year. He does this by surrendering part of his wages. See 10.1.4.

### 3.1.4 Taking days' holiday

- The employer may allocate 15 days' holiday from table 3.1.1 for a consecutive company holiday. For this, the following rules apply:
  - The employer sets this holiday in consultation with the employee participation body or, in the absence thereof, in consultation with the employees concerned.
  - He does this before the end of the previous calendar year.
  - And he will inform the employees of his decision before the end of that calendar year.
  - Has the employee accrued insufficient days' holiday for a consecutive company holiday? In that case, the employer is not obliged to continue to pay the wages for the days that the employee falls short.
  - Does the employee fall ill during a consecutive holiday? Then he may take the remaining part of that holiday at another time. This is under the condition that the employee has called in sick to the employer in time.
- The employer may use 3 other days' holidays from table 3.1.1 as collective days' holiday. This is under the condition that the employee participation body or, in the absence thereof, the employees, have agreed.
- The other days' holiday from table 3.1.1 and the days from 3.1.2 may be taken by the employee as individual days' holiday. He must always do this in consultation with the employer. He must submit his request to the employer at least one week prior to the desired date(s).
- The employer may not replace the 5 additional days' holiday of employees aged up to 17 from table 3.1.1 with a payment in cash.

### 3.1.5 Unused days' holiday expire

- Days' holidays that are not taken are lost. This is in accordance with the provisions of Article 7:642 of the Civil Code.
- According to the law:
  - statutory days' holiday lapse 6 months after the end of the year in which they were accrued and

- days' holiday over and above the statutory minimum lapse 5 years after the end of the year in which they were accrued.

## 3.2 Public holidays

### 3.2.1 What does it involve?

- In this collective labour agreement, 'public holidays' are taken to mean: New Year's Day, Easter Monday, Ascension Day, Whit Monday, both Christmas Days, King's Day and the day on which May 5 is a national holiday (once every 5 years; in 2020, 2025, etc.).
- A public holiday lasts from midnight to midnight.
- The employee does not work on a public holiday. Does a public holiday coincide with a day of the week that is normally a working day for the employee? In that case, the employer continues to pay the employee the actual wage for that day.
- Overtime on a public holiday is permitted, but the employee is not required to work overtime on that day. If he works on a public holiday, he is entitled to an overtime allowance from table 2.4.5.

### 3.2.2 Celebration of other days

- Does the employee want to take time off to celebrate days other than those referred to in 3.2.1? In that case, the parties to the collective labour agreement advise the employer to allow this. The condition is that the employee requests this at least one week in advance.
- Does the employee want to celebrate 5 May in a year when this is not a national holiday? And he wants to take a day off for that? Then the employer will allow this.

## 3.3 Scheduled time off

### 3.3.1 For whom?

- The rules of 3.3 only apply to employees in a production job.

### 3.3.2 What does it involve?

- The employee is entitled to a number of hours of scheduled time off per calendar year. How many hours they are depends on the working time in the company. See table 3.3.2.
- Does the employee work part-time? In that case, he is entitled to the number of scheduled hours off in accordance with table 3.3.2, in proportion to his working time.
- The employer continues to pay the actual wage for the scheduled time off.

**Table 3.3.2: Scheduled time off per calendar year**

working time per week in the company	number of scheduled hours off
40 hours	124
39 hours	78
38 hours	32
37.5 hours	9

### 3.3.3 Taking scheduled time off or having scheduled time off paid out

- The employer determines when scheduled time off is taken. The employer does this in consultation with the employee participation body or, in the absence thereof, the employees concerned. He records the agreements in an annual schedule.
- Schedule time off can be determined:
  - per hour, per part of a day or per day;

- per employee, based on a rotation system;
- collectively, by department or for the entire company;
- partly per employee, partly collectively.
- The employer may change a fixed schedule. He can do so subject to two conditions:
  - the company's interests dictate this;
  - the change is made in consultation with the employees concerned.
- Does the employer have an arrangement for the exchange of employee benefits? In that case, the employee can opt to have scheduled days off paid in the form of wages. See 10.1.4.

### 3.3.4 Other rules for scheduled time off

- Scheduled time off is not accrued. Does the employee enter the employment of the employer? In that case, with immediate effect, he is entitled to the scheduled time off scheduled from that date. Does the employment contract end before the end of the calendar year? In that case, the employee can no longer use the remaining scheduled time off or have this paid out.
- Is the employee sick during scheduled time off? Then he is not entitled to replacement scheduled time off.
- Does the employer ask the employee to work during scheduled time off? And does the employee agree to this? Then the following applies:
  - hours worked are not deemed overtime;
  - the employer grants the employee replacement time off within 2 months.
- For employees who come under the collective labour agreement due to the introduction of the gross salary limit of € 40,000 and with whom an arrangement had already been made that the scheduled time off is incorporated into the salary, this arrangement will be maintained.

## 3.4 Short-term leave and birth leave

### 3.4.1 Statutory regulation and the collective labour agreement

- The Work and Care Act stipulates that an employee is entitled to short-term leave or birth leave if he is unable to work due to certain circumstances (Work and Care Act, Articles 4:1 and 4:2).
- The collective labour agreement deviates from the statutory regulation in parts. The similarities and differences between the statutory regulation and the collective labour agreement are shown in table 3.4
- The statutory regulation applies at all times. The collective labour agreement applies insofar as it deviates from said regulation and the employee meets the conditions of the collective labour agreement.

### 3.4.2 Continued payment of wages

- In the case of short-term leave and birth leave, the employer continues to pay the employee's actual wages.
- This is subject to two restrictions:
  - the continued payment of wages only applies to the hours the employee would normally have worked;
  - the mandatory continued payment of wages does not apply insofar as this deviates from this collective labour agreement. See table 3.4.

### 3.4.3 Obligations of the employee

- The employee must notify the employer in advance that he intends to take short-term leave or birth leave and why this is necessary. If it is not possible to report this in advance, he must do so as soon as possible.
- If so requested by the employer, the employee must produce documentary evidence afterwards demonstrating that he was entitled to short-term leave or birth leave.

**Table 3.4: Short-term leave and birth leave**

reason for leave	Work and Care Act	conditions of the Work and Care Act	extras in the collective labour agreement	conditions of the collective labour agreement *
marriage and wedding anniversaries *	not regulated		<ul style="list-style-type: none"> <li>- employee giving official notice of intended marriage: 1 day;</li> <li>- marriage of the employee: 2 days;</li> <li>- employee's 25th or 40th wedding anniversary: 1 day</li> <li>- marriage of a parent(-in-law), (grand)child, sister(-in-law) and/or brother(-in-law): 1 day;</li> <li>- 25th, 40th and 50th wedding anniversary of a parent(-in-law), (grand)child, sister(-in-law) and/or brother(-in-law): 1 day.</li> </ul>	<ul style="list-style-type: none"> <li>- only if the employee attends the ceremony.</li> <li>- only if the employee attends the ceremony.</li> </ul>
life partner giving birth	short, reasonable time			
birth leave after life partner giving birth	once the weekly working time	to be taken within 4 weeks after birth		
additional birth leave after life partner giving birth	no more than five times the weekly working time	to be taken within 6 months after birth		
medical consultations	visits to a doctor or hospital by the employee (a) for himself or (b) for a relative who must be accompanied by the employee: short, reasonable time.	<ul style="list-style-type: none"> <li>- only in urgent and unforeseen cases or</li> <li>- if it cannot reasonably be scheduled outside working hours.</li> <li>- the definition of a relative is explained in Article 5:1, paragraph 2</li> </ul>	<ul style="list-style-type: none"> <li>- also in the event of non-urgent and unforeseen cases;</li> <li>- also in the event of visits to a specialist outside the hospital or to a physiotherapist;</li> </ul>	<ul style="list-style-type: none"> <li>- for non-urgent and unforeseen visits to a doctor and/or physiotherapist, the continued payment of wages is limited to a maximum of 8 hours per year; above this limit, the</li> </ul>

		of the Work and Care Act.	- the above only applies to the employee himself; not for a relative.	employer grants unpaid leave.
necessary care of a sick relative	1 day, namely the first that a relative of the employee is ill (the law offers the possibility of short-term care leave immediately thereafter)	the definition of a relative is explained in Article 5:1, paragraph 2 of the Work and Care Act.	no continued payment of wages	
acute hospital admission of the life partner and/or a child living at home	not specifically regulated		maximum of 1 day, namely the day of admission	
accident	not specifically regulated		1 day, namely the day of the accident	
unforeseen circumstances that necessitate an immediate interruption of the work	short, reasonable time		no continued payment of wages	
death and funeral	of a household member, parent, (great-)grandparent, brother, sister, child or (great-)grandchild of the employee or the life partner: short, reasonable time		<ul style="list-style-type: none"> <li>- of the life partner, own child and/or a parent(-in-law) living at home: the day of death up to and including the day of the funeral;</li> <li>- of a parent(-in-law) living away from home: 3 days;</li> <li>- of a step-parent and/or child of the life partner: 2 days, including the day of the funeral;</li> <li>- of a brother(-in-law), sister(-in-law), grandchild</li> </ul>	<ul style="list-style-type: none"> <li>- the day of the funeral, if attended by the employee.</li> <li>- only if the employee attends the funeral.</li> </ul>

			and/or grandparent (including those of the life partner): 1 day, namely the day of the funeral.	
elections: exercising the right to vote	short, reasonable time			continued payment of wages only insofar as this is not possible outside working hours
moving	not regulated		maximum of 1 day per year	only when moving at the request of the employer
dismissal	not regulated		1 day for finding alternative employment	only for employees who: - have been employed for at least three consecutive months and - are dismissed for economic reasons
an obligation imposed by law or the government	short, reasonable time	only if: · the government does not provide financial compensation for fulfilling the obligation · the obligation cannot be fulfilled outside working hours		

\* A registered partnership is the legal equivalent of marriage.

## 3.5 Leave in connection with a death

### 3.5.1 Terminal care

- Is the employee involved in the terminal care of his life partner, (foster-)child or parent(-in-law)? In that case, the employer will grant the employee a maximum of ten days of paid leave. The employer continues to pay 70% of the actual wage for those days.
- In addition, the employee can take unpaid leave for this purpose. This is subject to a maximum of 6 months, including the stated 10 days of paid leave. The employee may also take unpaid leave to provide terminal care for a close friend. In that case, a maximum of 6 months applies.
- The employer may refuse a request for unpaid leave for terminal care if major economic interests oppose this.

### 3.5.2 Bereavement leave

- The employee may take bereavement leave after the death of his life partner, child and/or parent(-in-law).
- This is unpaid leave for a maximum of 5 days per year.

## 3.6 (Other) unpaid leave

### 3.6.1 Union leave

- Is the employee a member of an employees' organisation that is a party to this collective labour agreement? And is he invited to participate in a meeting of that organisation? Or to participate in collective bargaining? Then the employer must give the employee unpaid leave for this. The employee must request this leave amply in advance.
- Does the application of this provision lead to problems in business operations? Then the employer and the employees' organisation will resolve this in close consultation.

### 3.6.2 Adoption and foster care leave

- An employee who takes in an adopted or foster child is entitled to adoption or foster care leave of a maximum of 6 weeks. This is regulated by law. See [www.rijksoverheid.nl](http://www.rijksoverheid.nl).



## 4. Income

- 4.1 Negotiated wage
- 4.2 Which negotiated wage for whom?
- 4.3 Pay slip and annual income statement
- 4.4 Allowances and reimbursements
- 4.5 Pension

### 4.1 Negotiated wage

#### 4.1.1 For whom?

- Chapter 4 of this collective labour agreement applies to employees in production jobs.
- Employees earning more than € 40,000 gross per year (excluding allowances) agree on remuneration with the employer on an individual basis. However, this employee may still be eligible for the wage increases of 4.1.4.
- Exceptions: The rules of 4.1.3, 4.1.5 and 4.2.1 do not apply to:
  - employees who are new to the wood-processing industry or the company, as referred to in 1.2.2;
  - employees with an occupational impairment from 4.1.2.

#### 4.1.2 Employees with an occupational impairment

- An employee with an occupational impairment is:
  - a person who qualifies under the Participation Act and
  - who is unable to earn the statutory minimum wage on his own.For example, someone who is on the waiting list for sheltered employment or someone on benefits (Disability Assistance Act for Handicapped Young Persons) with reduced ability to work.
- Is this employee new to the company? In that case, he is entitled to wage in accordance with table 4.1.2.

**Table 4.1.2: Wage for a new employee with an occupational impairment**

period from the start of the employment contract	% of the statutory minimum wage
year 1	100%
year 2	110%
year 3 and beyond	120%

#### 4.1.3 From job category to negotiated wage

- The job category into which the employee is classified in accordance with 1.2 determines which pay grade applies to him. Job categories I to V correspond to the pay grades I to V.
- The employer determines the employee's negotiated wage on the basis of the pay grade. He does this on the basis of the wage tables of 4.1.5.
- An explanation of the wage tables can be found in 4.2. This paragraph also explains when the employer may or must deviate from those tables.
- The remuneration is never less than the statutory minimum wage. The employer is free to pay the employee more than the negotiated wage.

#### 4.1.4 Pay rises agreed in the collective labour agreement

- The wage adjustments during the term of this collective labour agreement are set out in table 4.1.4.
- The increases in the negotiated wages are incorporated in the wage tables of this collective labour agreement. Is the employee's actual wage higher than the negotiated wage? In that case, the pay rises are applied to his actual wage.
- The following applies to employees earning more than € 40,000 gross per year (excluding allowances):
  - They are entitled to half of the increases from table 4.1.4. Those increases are calculated on the basis of his actual remuneration. If the employee always received the full pay rise, this arrangement will be maintained instead.

**Table 4.1.4: Structural increases in the negotiated wage**

Effective date	percentage or amount*
as from 1 June 2022	€ 50 gross per month
as from 1 June 2022	1.25%
as from 1 January 2023	€ 50 gross per month
as from 1 January 2023	1.25%

\* The increases are calculated and processed in tables 4.1.5 a and 4.1.5 b as follows: hourly wage + (50/174). Subsequently, the increase of 1.25% was applied.

#### 4.1.5 Wage tables

- The negotiated wages in the tables below apply to full-time employees. In the event of part-time work, the amounts apply in proportion to the working time.
- The conversion of the negotiated hourly wage to that per week and per month is as follows:
  - full-time employees: the negotiated weekly wage is equal to the negotiated hourly wage times 40; the negotiated monthly wage is equal to the negotiated hourly wage multiplied by 174;
  - part-time employees: the negotiated weekly wage is equal to the negotiated hourly wage multiplied by the contractual working hours; the negotiated monthly wage is equal to the negotiated weekly wage multiplied by 4.35.

**Table 4.1.5 a: Negotiated wages as from 1 June 2022 (gross per hour) including the € 50 gross increase per month and the increase of 1.25%\***

wage levels	increments	pay grades				
		I	II	III	IV	V
surplus over and above the standard wage	3	13.45	13.55	13.80	14.19	14.85
	2	13.22	13.32	13.54	13.90	14.63
	1	12.94	13.07	13.29	13.68	14.34
<b>standard wage</b>		12.66	12.78	13.05	13.41	14.06
entry levels	5	11.88	11.97	12.22	12.53	13.19
	4	11.14	11.22	11.40	11.73	12.34
	3	10.41	10.49	10.68	11.00	-
	2	-	-	10.01	10.29	-
	1	-	-	-	-	-
	0	-	-	-	-	-

\* The employee is entitled to at least the statutory minimum wage.

The statutory minimum wage may be applied to employees aged up to 21.

***The pay scales and the wages actually paid will be increased by € 50 as from 1 January 2023 and by 1.25% thereafter. From this date, the following wages apply:***

**Table 4.1.5 b: Negotiated wages as from 1 January 2023 (gross per hour) including the € 50 gross increase per month and the increase of 1.25%\***

wage levels	increments	pay grades				
		I	II	III	IV	V
surplus over and above the standard wage	3	13.91	14.01	14.26	14.66	15.33
	2	13.68	13.78	14.00	14.36	15.10
	1	13.39	13.52	13.75	14.14	14.81
<b>standard wage</b>		13.11	13.23	13.50	13.87	14.53
entry levels	5	12.32	12.41	12.66	12.98	13.65
	4	11.57	11.65	11.83	12.17	12.79
	3				11.43	-
	2					-
	1	-	-	-	-	-
	0	-	-	-	-	-

\* The employee is entitled to at least the statutory minimum wage.

The statutory minimum wage may be applied to employees aged up to 21.

## 4.2 Which negotiated wage for whom?

### 4.2.1 How do the wage tables work?

- Each of the five pay grades has a pay scale. Each pay scale starts at the bottom, at entry level, and continues with increments to the highest pay of the scale, the surplus with 3 increments over and above the standard wage.
- The standard wage applies to employees who meet all of the requirements of the position.
- Does the employee not yet meet these requirements? In that case, the employer assigns him to an entry level. From that moment on, the negotiated wage of this employee increases by 1 increment per year. These increments are automatic and continue until the standard wage is reached.
- From the standard wage, the employee can continue to grow to the maximum of his pay grade. How this works is shown in table 4.2.1.

**Table 4.2.1: Allocation of increments over and above the standard wage**

staff assessment?	score?	increment awarded?
Yes	adequate or higher	yes, at least 1 increment every 2 years
Yes	inadequate or lower	no
no	n/a	yes, 1 increment every 2 years

## 4.3 Pay slip and annual income statement

### 4.3.1 Pay slip

- The employer provides the employee with a pay slip (salary breakdown) with every wage payment. This states the actual wage, allowances and reimbursements for the relevant payment period and payroll tax and premiums withheld from it. It also states:

- The hours worked
  - The structure of the holiday allowance
  - The statutory minimum wage
  - The employer's name
  - The employee's name.
- The employer provides the employee with an annual income statement. He always does this before 15 February. The annual statement is in reference to the previous calendar year: the actual wage, allowances and reimbursements and payroll tax and premiums withheld from it.

## 4.4 Allowances and reimbursements

### 4.4.1 General overview

- Table 4.4.1 shows all allowances and reimbursements for which an employee may be eligible under the collective labour agreement.
- No rights can be derived from this table. The official descriptions of the allowances and reimbursements are set out in 4.4.2 to 4.4.10.

**Table 4.4.1: Overview of allowances and reimbursements**

arrangement	what does it refer to?	see collective labour agreement provision
BBL qualification allowance*	€ 5.96 per week	4.4.2
first aid and emergency response*	first aid: € 6.27 per week emergency response: € 2.96 per week first aid + emergency response: € 6.27 per week travel expenses for refresher lessons	4.4.3
Tools*	in kind or € 2.98 per week	4.4.4
odd jobs	travel and accommodation expenses additional travel hours	4.4.5
commuting expenses	a monthly amount depending on the means of transport and travel distance	4.4.6
holiday allowance	8% of the actual wage	4.4.7
union dues	tax benefit through settlement with gross salary	4.4.8
performance bonus	a maximum of 5% of the negotiated wage per year	4.4.9
Work clothes*	in kind or € 0.59 per day worked	4.4.10

\* These allowances are indexed on 1 June of each year, in accordance with the most recent general CPI at that time.

### 4.4.2 Qualification allowance

- Does the employee have a BBL qualification for a woodworking, electrical engineering or another industry-related profession? And is the employee aged 21 or over? In that case, he is entitled to a qualification allowance of € 5.96 per week.

### 4.4.3 First aid and emergency response

- An employee is a first aider and/or emergency response officer within the meaning of this collective labour agreement if he:
  - holds a valid first aid and/or emergency response certificate,

- keeps this certificate or these certificates valid by attending annual refresher courses and
- has been designated by the employer as a first aider and/or emergency response officer.
- The first aid worker is eligible for an allowance according to table 4.4.3. The table further shows when he is entitled to a travel allowance for following refresher lessons.

**Table 4.4.3: (Travel) allowance for first aid and/or emergency response**

role of the employee:	allowance per week	
first aider:	€ 6.27	
emergency response officer:	€ 2.96	
first aider and emergency response officer	€ 6.27	
travel expenses for refresher lessons	reimbursement	
	public transport	other means of transport
when single trip travel distance is more than 10 km*	100%	€ 0.19 per km

\* Calculated on the basis of the postcodes of the residential address and course address.

#### 4.4.4 Tools

- The employer provides the employee with the tools he needs for his work.
- Does the employer not do this? In that case, he pays a full-time employee a tool allowance of € 2.98 per week. A part-time employee is paid an amount in proportion to his working time. The allowance is intended for the purchase and maintenance of tools.

#### 4.4.5 Odd jobs

- Does the employee have to do an odd job outside the municipality where he usually works? Then the following applies.
- The employer reimburses the employee's travel and accommodation expenses.
- The employer also reimburses the additional travel hours that the employee has to make. Does the employee travel from the company to the job and back? In that case, all travel hours are additional hours. Does he travel directly from home to the job and back? In that case, only the hours he travels over and above the normal commuting time are deemed additional hours. For each additional hour of travelling, the employer pays him one hour of actual wage. On a day when the employee does odd jobs, the employer never pays him less than he would on a normal working day. The overtime allowance does not apply to the travel time allowance.

#### 4.4.6 Commuting expenses

- Does the employer have the employee organise the commute himself? And is the single trip travel distance per day more than 10 km? In that case, the employee is entitled to a travel allowance. The allowance only applies to days worked. See table 4.4.6.
- Exceptions:
  - Sickness absence: Does the employee have a public transport season ticket? And has he been absent for a day with the permission of the employer? In that case, the travel allowance also applies for that day, under the condition that he can show the season ticket.
  - Moving: Did the employee move house of his own accord? And has the commuting distance increased as a result? In that case, his travel allowance will continue to be based on the travel distance before the move.

**Table 4.4.6: Travel allowance as from 1 June 2022**

means of transport	single trip travel distance per day*	number of travel days per week	monthly allowance
public transport	11 km or more	1 day or more	100% (train: 2 <sup>nd</sup> class)
other means of transport	11 to 15 km	4 days or more	€105.00
		less than 4 days	€26.25 per weekly travel day
	16 to 20 km	4 days or more	€131.00
		less than 4 days	€ 32.75 per weekly travel day
21 or more	4 days or more	€170.00	
	less than 4 days	€42.50 per weekly travel day	

#### 4.4.7 Holiday allowance

- The employee accrues holiday allowance. This allowance amounts to 8% of his actual wage. The employee also accrues this allowance for wages that the employer continues to pay when the employee is ill.
- The accrual period runs from 1 July of the previous calendar year to 30 June of the current calendar year. Has the employee been employed by the employer for only part of that period? In that case, he will only accrue a holiday allowance over that period.
- The employer pays the holiday allowance annually. He does this no later than 1 June.

#### 4.4.8 Union dues

- The parties to the collective labour agreement advise the employer to deduct the union dues from the employee's gross pay, assuming he wishes to use this option.
- This provides a net advantage for the employee.

#### 4.4.9 Work clothes

- Does the employer require employees to wear work clothes in the company? In that case, he must make those clothes available.
- Does the employer not do this? In that case, he pays the employee a work clothes allowance of € 0.59 per day worked.

### 4.5 Pension

#### 4.5.1 Organisation and content

- The employer offers a sectoral pension fund
- The sectoral pension fund scheme consists of the following components:
  - a retirement pension from state pension age (or earlier or later, whether or not on a part-time basis);
  - partner's and orphan's pension (in the event of death during the term of the employment contract);
  - non-contributory pension accrual in the event of occupational disability (see 8.2.2).

#### 4.5.2 Mandatory registration and participation

- It's mandatory for the employer to be registered with the sectoral pension fund. He can ask this fund to grant him dispensation from this obligation. To this end, he must demonstrate that he has arranged a pension scheme for his employees that is at least equivalent to that of the sectoral pension fund.
- The employee is obliged to participate in the pension scheme if:
  - he is 20 years or older and
  - his employer is subject to the mandatory registration order with the sectoral pension fund.
- More information about the scheme of the sectoral pension fund scheme can be found at [www.bpfv.nl](http://www.bpfv.nl)

#### 4.5.3 Voluntary registration

- Is the employer not subject to the mandatory registration order with the sectoral pension fund? In that case, the company can request permission from the sectoral pension fund for voluntarily registration with this fund.
- Does the sectoral pension fund board honour this request? In that case:
  - the wage development at this company must be at least equal to that of this collective labour agreement
  - this company must apply the Collective labour agreement Social Fund and pay the annual premium contribution to the Social Fund.

#### 4.5.4 Rights, obligations and premiums

- The parties to the collective labour agreement determine the content of the pension scheme. The sectoral pension fund implements the scheme.
- Each year, the parties to the collective labour agreement determine the pension premium. They do this in consultation with the sectoral pension fund board.
- The rights and obligations that the employer and the employee have in this regard are set out in the regulations of the sectoral pension fund. The premium amounts are included in this as well.
- The employer pays the pension premiums.

## 5. Keep developing, keep working

- 5.1 Long-term development and career
- 5.2 Health and safety at work course
- 5.3 BBL vocational training
- 5.4 Training leave and training policy
- 5.5 Paying back training costs
- 5.6 Information about training and subsidies
- 5.7 Senior employees: opportunities for working fewer hours

### 5.1 Long-term development and career

#### 5.1.1 Career interview

- Once every three years, the employer and the employee discuss the employee's career development.
- Does the employee want to talk about this in the interim period? In that case, he proposes this to the employer. The employer must cooperate in this at least once a year.

### 5.2 Health and safety at work course

#### 5.2.1 New employee

- Is the employee new to the wood-processing industry? In that case, the employer will pay attention to health and safety at work when training this employee.
- As soon as possible after the employee has entered the employment, yet in any case within four months, the employee must attend a course on health and safety at work.
- The employer offers this course and pays the costs. The course can be organised within the company. The deployment of an expert is mandatory.

### 5.3 BBL vocational training

#### 5.3.1 What does it involve?

- BBL is the Dutch equivalent of a block or day release programme. It is a form of working and learning at the same time. The participant is an employee.
- The practical part of the training is held in the company of the employer. In addition, the participant attends classes at a regional training centre.

#### 5.3.2 For whom?

- Does the employee want to do a BBL course for a position in the wood-processing industry? Then the employer is obliged to cooperate in this. He concludes a practical training contract with the employee.
- Is it unclear whether the employee is able to do a BBL course? Then the employer or employee can ask Stichting Beroepsonderwijs Bedrijfsleven to assess this. See [www.sbb.nl](http://www.sbb.nl).



### 5.3.3 Rights and obligations

- Does the employee have to follow parts of the BBL training during working hours and outside the workplace? In that case, the employer pays those hours as normal working hours. This applies to a maximum of eight hours per week.
- Does the employee have to take BBL exams? In that case, the employer pays those hours as normal working hours as well.
- The employer guarantees that he will keep the employee employed until the BBL training has been completed.
- Employees who follow assistant training, basic vocational training or other professional training in the context of the Adult and Vocational Education Act can, under certain conditions, qualify for compensation in accordance with the Collective labour agreement Social Fund for the Wood-Processing Industry.

## 5.4 Training leave and training policy

### 5.4.1 24 hours of paid training leave

- The employer grants the employee 24 hours of training leave per year. In this context, a year is taken to mean a period of twelve months that the employee has been employed by the employer.
- The leave is subject to the following conditions:
  - it is intended for taking one or more courses;
  - it can be courses for positions within or outside the wood-processing industry;
  - the employee and the employer determine in consultation which course or courses the employee will attend;
  - during this training leave, the employer continues to pay the employee's actual wages.
  - this leave does not apply to employees who do a BBL course during working hours.
- Not all 24 training hours are used within a year? Then the following applies:
  - the employee carries over a maximum of 10 unused hours to the following year; these are so-called saved hours;
  - the employee may still use his saved hours in that following year.

### 5.4.2 Training policy

- The employer is obliged to implement a training policy for all employees of the company. This policy includes training plans for up to 24 hours per employee, per contract year.
- The employer adopts this training policy in consultation with the employee participation body or, in the absence thereof, in consultation with the employees concerned.
- Does the employer not have a training policy? Or does the consent of the employee participation body or the employees concerned remain forthcoming? Then the following applies:
  - the employee carries over all his training hours from 5.4.1 as saved hours to the following year;
  - from that moment on, those saved hours remain valid for another 2 years;
  - at the end of that period, the employer converts at least half of the remaining saved hours into the same number of hours of paid leave.
- Training that is necessary for the performance of the job, or which is mandatory by law or under this collective labour agreement, will be at the expense of the employer. The relevant training is offered to the employee free of charge and must be regarded as working time.

#### 5.4.3 If the employee does not want to participate

- Does the employee not want to make use of the training offered by the employer? And he has informed the employer of this in writing? Or he does not participate in the agreed training? In that case, the rights referred to in 5.4.1 and 5.4.2 do not apply to him.

### 5.5 Paying back study or training costs

#### 5.5.1 In the event of premature termination of a study or training course

- Does the employee discontinue a study or training course paid for by the employer without a valid reason? In that case, the employee must reimburse the costs that the employer has had to incur, up to that point.
- Did the employee (partly) attend the study or training course during working hours? In that case, the employer can deduct the time not worked from the employee's holiday balance.
- If the training is regarded as 'necessary for the performance of the job' as described in Article 5.4.2, the aforesaid provision regarding deduction of days' holiday does not apply.

#### 5.5.2 If the employee resigns

- See Settlement at the end of the employment contract (1.6.3).

### 5.6 Information about training and subsidies

#### 5.6.1 Social Fund

- More information about training for the wood-processing industry and subsidies that the employer can apply for can be found on the Social Fund website: [www.houtverwerkingindustrie.nl](http://www.houtverwerkingindustrie.nl).

### 5.7 Senior employees: opportunities for working fewer hours

#### 5.7.1 The 80/100 scheme

- Is the employee aged 57 or over and does he work full-time? In that case, he qualifies for the 80/100 scheme. The employee will work a maximum of 20% less, while his pension accrual continues at 100%. The employer pays the full premium for supplementing the pension accrual up to 100%.
- The employee retains the right to the same number of additional days' holiday for senior employees as if he were to continue working full-time (see table 3.1.2).
- The following terms of employment are determined in proportion to the new working time: the remaining days' holiday, scheduled time off, wages and the tool allowance.
- Employees who start working 80% are entitled to a four-day working week. At the request of the employee, the employer can also divide the reduced working time differently over the week. The employer and the employee must record their agreements on this in writing.
- Does the employee make use of this scheme? In that case, he may not use the hours he works less as a result to do the work he does for the employer for others or for his own account.

### 5.7.2 The 80/90/100 scheme

- The 80/90/100 scheme is intended for full-time employees who will reach state pension age within 5 years. The scheme remains in force for part-time employees with whom an agreement has already been made in this respect.
- The scheme offers these possibilities:
  - reducing the working time to 80%,
  - as part of which the employer continues to pay 90% of the wage and
  - supplements the pension accrual up to 100%.Participants in this scheme are not entitled to the additional days' holiday for senior employees from table 3.1.2.
- Does the employee wish to make use of this scheme? In that case, he must submit a request to the employer. The employer will grant permission, unless organisational or major business interests oppose this.

## 6. Working conditions and accidents

- 6.1 Working Conditions Act
- 6.2 Collective labour agreement rules and collective labour agreement facilities
- 6.3 Accidents

### 6.1 Working Conditions Act

#### 6.1.1 Obligations of the employer

- The Working Conditions Act obliges the employer:
  - to have an up-to-date Hazard Identification and Risk Assessment (HIRA) in place;
  - to draw up and implement a plan of action based on this assessment;
  - to appoint a health and safety officer in the company;
  - to organise the emergency response.

#### 6.1.2 What does it involve?

- A HIRA makes clarifies in which areas the work can pose risks to the health, safety and well-being of employees.
- The plan of action states which measures the employer will take to:
  - prevent those risks,
  - insofar as prevention is not sufficient: to limit those risks,
  - insofar as risk reduction is not sufficient either: to provide employees with personal protective equipment and
  - to inform employees about health and safety at work.
- The tasks of the health and safety officer are:
  - to support the employer in drawing up and implementing the HIRA and the plan of action;
  - to advise the employee participation body and, in the absence thereof, the employees about health and safety at work.
- More information about the Working Conditions Act can be found at [www.rijksoverheid.nl](http://www.rijksoverheid.nl).

### 6.2 Collective labour agreement rules and collective labour agreement facilities

#### 6.2.1 Sectorpunt Hout

- Sectorpunt Hout is an initiative of the parties to the collective labour agreement. It falls under the Social Fund.
- Sectorpunt Hout provides information to employers and employees about:
  - improving working conditions;
  - reducing sickness absence and occupational disability;
  - rehabilitation of sick employees back into work.
- For further details about Sectorpunt Hout, go to [www.houtverwerkingindustrie.nl](http://www.houtverwerkingindustrie.nl). Telephone: 013-5944245.

### 6.2.2 Sector HIRA

- For companies with fewer than 25 employees, the parties to the collective labour agreement have developed a sector-specific **HIRA**. This is a digital model that can be completed by the individual company.
- An employer using the sector **HIRA** does not need to have the result tested by a working conditions expert. This is because the sector **HIRA** is approved by the Ministry of Social Affairs and Employment.
- The sector **RI&E** can be found at: [www.rie.nl/instrumenten/houtverwerkende-industrie](http://www.rie.nl/instrumenten/houtverwerkende-industrie)

### 6.2.3 Health and safety officer

- The health and safety officer is entitled to training, so that he can perform his duties properly.
- The employer provides paid leave for this and also pays the training costs.

### 6.2.4 Company Emergency Response

- Pursuant to the Working Conditions Act, the employer appoints company emergency officers. The employer does this in consultation with the employee participation body or, in the absence thereof, the employees concerned.

### 6.2.5 Medical examination for employees

- Is the employee aged 40 or over? In that case, he is entitled to periodic medical examinations or periodic occupational health examinations, once every three years.
- The examinations are performed by the working conditions service.
- The employer pays the examination costs.

## 6.3 Accidents

### 6.3.1 Group insurance

- The employer is obliged to participate in the group accident insurance of the Social Fund, in accordance with the Social Fund collective labour agreement, on behalf of his employees.

## 7. Employee participation

- 7.1 Union contact persons
- 7.2 Employee representative body
- 7.3 Reorganisation, merger and business closure
- 7.4 Consultation on employment

### 7.1 Union contact persons

#### 7.1.1 Goals

- The employer enables the employees' organisations who are parties to this collective labour agreement to:
  - maintain contacts with their members;
  - organise contacts between members;
  - support the members of the works council in their work.

#### 7.1.2 Appointment

- The employee organisations that are parties to this collective labour agreement can each appoint a union contact person, i.e. within each company.
- The union contact person is an employee of the company and a member of the organisation that appoints him.
- The employees' organisation notifies the employer who has been appointed as a union contact person.

#### 7.1.3 Powers

- The union contact person can maintain contact with:
  - his colleagues who are members of the same employees' organisation: contact can be maintained within the company, but outside working hours;
  - the members of the works council, if the initiative comes from these members: contact can be maintained during working hours;
  - representatives of his employees' organisation: in principle, contact is maintained outside working hours; if circumstances prevent this from taking place in the short term, it can be maintained during working hours, subject to consultation with the employer.

#### 7.1.4 Meetings during working hours

- The union contact person makes reasonable use of the opportunity to maintain contact during working hours. How much time he is allowed to spend on this per year depends on the number of employees of the company. The maximum is an average of half an hour per employee per year.
- The employer continues to pay the actual wage of the union contact person for time spent on meetings during working hours.

### 7.1.5 Facilities and protection

- The employer must make company space available, on request and outside business hours, for meetings of the union contact person with:
  - colleagues who are members of his employees' organisation and/or
  - paid employees of his employees' organisation.
- The employer ensures that the union contact person is not disadvantaged, for example in the case of promotion and remuneration, on account of him carrying out trade union work in the company.
- The employer may not terminate the employment contract of a union contact person. This also applies to employees who acted as union contact persons less than two years ago.
  - Exception: termination of this employment contract *is* permitted, if the employment contracts would in fact have been terminated if the employee had not been a union contact person.

## 7.2 Employee representative body

### 7.2.1 Right to training

- Is the employee a member of an employee representative body? In that case, the employer must grant him leave to attend training, aimed at his duties as an employee representative. This concerns three days of training leave per three-year term.
- The employer continues to pay the employee's actual wage for these days. He also pays the training costs.

## 7.3 Reorganisation, merger and business closure

### 7.3.1 What does it involve?

- The obligations of 7.3.2 apply to employers considering:
  - to reorganise the company or part thereof;
  - permanently close the company or a part thereof or
  - to enter into a merger.

### 7.3.2 Obligations

- The employer takes into account the social consequences of the reorganisation, merger or business closure when making the decision he intends to take. In the event of a merger, he must also adhere to the SER Merger Code. He still does the latter if the company has fewer than 50 employees.
- The employer discusses the following in joint consultation with the employees' organisations that are parties to this collective labour agreement:
  - the decisions and measures he intends to take in this regard;
  - the consequences thereof for the employees concerned.He conducts these consultations as soon as possible, but in any case before taking a final decision.
- The employer must draw up a social plan. He does this in consultation with the employees' organisations that are parties to this collective labour agreement.

## 7.4 Consultation on employment

### 7.4.1 What does it involve?

- At least once a year, the employer discusses the expected development of employment in the company with (a representative of) the employees.
- This involves developments in the shorter and longer term, the number of jobs and the quality of the work.
- The consultation is held as follows:
  - with the works council or, in the absence thereof, the employee representative body;
  - in a company with fewer than 50 employees without a works council or employee representative body: in a staff meeting.



## 8. Illness and occupational disability

- 8.1 Income during illness
- 8.2 Rehabilitation
- 8.3 WGA shortfall insurance
- 8.4 Pension accrual in the event of occupational disability

### 8.1 Income during illness

#### 8.1.1 Continued payment of wages

- In the event of illness, the employee is legally entitled to at least 70% of his actual wage. This is subject to the terms and conditions of [Article 7:629 of the Civil Code](#).
- If higher, the employer continues to pay the wages in accordance with table 8.1.1 instead. The percentages in this table relate to the actual wage and the shift work allowance to which the employee was entitled immediately prior to falling ill.

**Table 8.1.1: Continued payment of wages during illness**

period of illness	the percentage of the actual wage paid by the employer	including a percentage of the shift work allowance, viz.
months 1 to 3	100%	100%
months 4 to 6	90% *	50%
months 7 to 12	85% *	0%
months 13 to 24	80%	0%

\* During the first twelve months, the total amount may not be less than the statutory minimum wage.

#### 8.1.2 Deviations from table 8.1.1

- Has the employee called in sick twice within a calendar year? In that case, for each subsequent sickness report in that year, the employer may reduce the employee's continued payment of wages during the first four weeks of illness to 90% of the actual wage, including the shift work allowance. The statutory minimum wage serves as the lower limit in this respect. Illness due to an accident at work does not count as a sickness report in this context.
- Does it involve illness due to the employee's own fault or his actions? In that case, the employer may reduce the continued payment of wages during that period of illness to the statutory minimum, in accordance with [Article 7:629 of the Civil Code](#). The above is subject to a maximum of 12 months. Self-inflicted illness, i.e. due to the employee's own fault, is taken to mean:
  - illness which, according to the occupational physician, was caused by the employee's actions,
  - actions of which the employer has indicated on more than one occasion (on different dates and in writing) that the employee must cease these and
  - because the employee has a history of falling ill as a result of said actions.
- Will the sick employee be working a number of hours as part of his rehabilitation? In that case, the employer continues to pay the wages as follows (up to and including month 24):
  - for the hours worked: 100% of the actual wage to which the employee was entitled immediately prior to his illness;
  - for hours not worked: see table 8.1.1.

- Has the employee reached state pension age? In that case, the continued payment of wages in the event of illness will last a maximum of thirteen weeks.

### 8.1.3 No continued payment of wages according to table 8.1.1

- Table 8.1.1 does not apply in the following cases.
  - If the Employee Insurance Agency refuses the employee Sickness Benefits.
  - If the illness was caused by one or more third parties and the employee is entitled to compensation on that basis. In that case, the employer applies table 8.1.1 after all, under the condition that the employee transfers his rights to compensation to the employer. This transfer takes place for an amount equal to the wage costs that the employer must incur in order to continue to pay the employee's wages during his sickness absence, in accordance with table 8.1.1.

### 8.1.4 Extension of the continued payment of wages

- Does the Employee Insurance Agency believe that the employer has made insufficient efforts to rehabilitate the employee during the first 24 months of illness? In that case, it can oblige the employer to continue paying the wages for longer.
- The employer will then continue to pay 80% of the actual wage for a maximum of four months more. Does the employee rehabilitate within that period? In that case, the employer may terminate the continued payment of wages.
- Do the employer and the employee have a difference of opinion as to who is responsible for the fact that rehabilitation has not been successful yet? Then they can submit their difference of opinion to the Joint Committee, at the request of either party. The decision of the Joint Committee is binding.

### 8.1.5 Travel expenses for visits to the working conditions service

- Does the employee have to visit the working conditions service with a view to his sickness absence? And is the working conditions service located more than 10 km from his place of residence? In that case, the employer reimburses the travel expenses on the basis of the costs of public transport (second class).

### 8.1.6 Pension accrual in the event of illness

- Pension accrual continues during illness.

## 8.2 Rehabilitation

### 8.2.1 Choice of rehabilitation firm

- The employer engages a rehabilitation firm for support in the rehabilitation of sick and disabled employees.
- The parties to the collective labour agreement advise the employer to use a rehabilitation firm certified by the relevant industry organisation.
- The rehabilitation firm must in any case meet the following criteria:
  - the objective and approach are directly aimed at job placement or interventions aimed at the rehabilitation of disabled employees;
  - demonstrable experience in this;
  - execution by qualified consultants;
  - the company provides insight into the process in advance, thereby clarifying which steps must be completed towards successful rehabilitation within or outside the employer's company;

- demonstrably rehabilitation outside the employer's company has been realised for at least 50% of clients.

### 8.2.2 Information provision

- The rehabilitation firm informs the employer and employee concerned in writing about:
  - the purpose of the rehabilitation activities;
  - the approach in outline;
  - the demand for full commitment and openness by all parties concerned;
  - the end date of the rehabilitation process;
  - the name and contact details of the rehabilitation consultant;
  - the right of the employee to inspect all reports concerning him or to receive copies of those reports.

### 8.2.3 Complaint procedure

- Does the employer or employee have a complaint about the rehabilitation firm? For example, because the rehabilitation process does not start on time or is not implemented properly? Then they report that complaint, together or separately, to the relevant rehabilitation firm.
- Doesn't this lead to a solution? In that case, they use the complaints procedure of the industry organisation of the rehabilitation firm that has been engaged.
- Doesn't this lead to a solution either? In that case, they can contact Sectorpunt Hout.
- The employer informs the employee about this complaints procedure.

### 8.2.4 Reassignment in case of partial disability

- Does the employee become partially incapacitated for work within the meaning of the Return to Work (Partially Disabled Persons) Regulations (WGA) during the employment contract? In that case, the employer will make every effort to reassign the employee to a position suitable for him.

### 8.2.5 Rehabilitation helpdesk

- Sectorpunt Hout is a helpdesk for employers and employees with questions about sickness absence, occupational disability and rehabilitation.
- See [www.houtverwerkendeindustrie.nl](http://www.houtverwerkendeindustrie.nl). Telephone: 013-5944245.

## 8.3 WGA shortfall insurance

### 8.3.1 Group insurance

- The employer is obliged to participate in the WGA shortfall group insurance of the Social Fund, in accordance with the Social Fund collective labour agreement, on behalf of his employees.

## 8.4 Pension accrual in the event of occupational disability

### 8.4.1 Non-contributory continuation pension accrual

- Has the employee been declared unfit for work by Employee Insurance Agency? In that case, he may be eligible for disability benefits from the Employee Insurance Agency. He does not accrue any pension on those benefits from the Employee Insurance Agency.
- However, on the basis of the collective labour agreement, this employee may be eligible for non-contributory continuation of his pension accrual. To this end, the employee must submit an application to the sectoral pension fund. The employer will support him in this. The application must be made in writing, within two years after the start of the disability benefits. The contribution from the fund depends on the employee's degree of disability. See [www.bpf-phj.nl](http://www.bpf-phj.nl)

## 9. Industry organisations

- 9.1 Joint Committee
- 9.2 Social Fund

### 9.1 Joint Committee

#### 9.1.1 Organisation

- A Joint Committee for the Wood-Processing Industry (hereinafter referred to as: Joint Committee) has been formed by the parties to the collective labour agreement. See the Social Fund collective labour agreement.

### 9.2 Social Fund

#### 9.2.1 The main characteristics

- Stichting Sociaal fonds houtverwerkende industrie (hereinafter referred to as: Social Fund) has been formed by the parties to the collective labour agreement, see the Social Fund collective labour agreement.

## 10. About this collective labour agreement and the parties to the collective labour agreement

- 10.1 Characteristics of this collective labour agreement
- 10.2 Terms and definitions
- 10.3 Who does this collective labour agreement apply to?
- 10.4 Employees with foreign employment contracts
- 10.5 Dispensation
- 10.6 Strike and lockout
- 10.7 Compliance investigation and scope of application investigation
- 10.8 Work agreements of the parties to the collective labour agreement

### 10.1 Characteristics of this collective labour agreement

#### 10.1.1 Parties to the collective labour agreement

- This collective labour agreement is a collective bargaining agreement between:
  - the employers' organisations:
    - Dutch Manufacturing Association (Dutch-Man), located in Tilburg;
    - Dutch Packaging and Pallet Industry Association, located in Tilburg;
    - Dutch Association of Clog Makers, located in 's-Hertogenboschand
  - the employees' organisations:
    - FNV, located in Utrecht;
    - CNV Vakmensen, located in Utrecht.

#### 10.1.2 Term, termination and interim change

- This collective labour agreement applies for the period from 1 April 2022 to 31 March 2024.
- The collective labour agreement ends on that last date by operation of law, i.e. without notice being required
- The parties to the collective labour agreement will consult each other about a possible interim adjustment of the collective labour agreement if:
  - one or more parties to the collective labour agreement request this and
  - in the event of unforeseen circumstances which, if they had been foreseen when the collective labour agreement was concluded, would have been of decisive significance.Any interim adjustment of the collective labour agreement will remain limited to the collective labour agreement provisions that are affected by the circumstances mentioned.

#### 10.1.3 Minimum Collective labour agreement

- This collective labour agreement is a minimum collective bargaining agreement. This means that the employer may deviate from the collective labour agreement insofar as this is more favourable for the employee.

#### 10.1.4 Exchange of employee benefits (customised collective labour agreement)

- The employer can make arrangements within his company that allow the employee to exchange the following employee benefits:
  - surrender of actual wages in order to buy additional days' holiday (maximum 5 days per year) and/or
  - surrender scheduled time off and have it paid out as actual wage (this requires a new agreement every calendar year).
- The following conditions apply to such an arrangement.
  - The employer makes the arrangement with the consent of the works council or, in the absence thereof, the employee representative body. In a company with fewer than 50 employees without a works council or employee representative body, the agreement of the majority of the employees concerned is required.
  - The employee is not obliged to make use of the arrangement.

#### 10.1.5 Terminology and basic principles

- Employer/employee: These terms are referred to in the collective labour agreement in their masculine form. Their female counterparts must be deemed to be included.
- Amounts of money: All amounts in this collective labour agreement are gross amounts, unless it is explicitly stated that they are net amounts.
- Full-time and part-time: This collective labour agreement is based on employees working full-time. If an employee works part-time, the collective labour agreement provisions apply in proportion to his working time, provided this is stated.
- Appendices: The appendices form part of this collective labour agreement.

#### 10.1.6 Hardship clause

- The collective labour agreement was completely rewritten in 2019. Does an employer or employee believe that his rights have been limited due to this bargaining agreement having been rewritten? In that case, he can lodge an objection against this with the Joint Committee.

## 10.2 Terms and definitions

**BBL:** Dutch equivalent of a block or day release programme. This is a learning pathway within secondary vocational education in accordance with the Adult and Vocational Education Act. In it, the participant has both an employment contract and an apprenticeship agreement. The practical training is attended at an approved work placement company. As regards theory training, the participant attends the regional training centre an average of one day a week

**Child:** A collective labour agreement that applies to a child, foster child, grandchild or great-grandchild also applies if it concerns an adopted child.

**Civil Code:** Dutch Civil Code.

**Collective labour agreement (the or this):** the applicable collective bargaining agreement for the Wood-Processing Industry.

**Collective labour agreement Social Fund:** the applicable collective labour agreement Social Fund for the wood-processing industry.

**Employee:** The person who performs work for an employer in the Netherlands on the basis of an employment contract within the meaning of Article 7:610 of the Civil Code and/or Article 7:610a of the Civil Code

**Employee participation body:** The works council or, in the absence thereof, the employee representative body as referred to in the Works Councils Act.

**Employer:** The natural or legal person who has work performed in the Netherlands by one or more employees as referred to in 10.3.1 of this collective labour agreement.

**Full-time:** A working time that, according to the individual employment contract, is equal to the normal working time from 2.2.2. The actual working time per week may deviate from this on the basis of 2.3.2.

**Illness:** Sickness or physical or mental disorder as a result of which an employee is unable to perform the agreed work.

**Income:** the actual wage as agreed with the individual employee

**Joint Committee:** The Joint Committee for the wood-processing industry, as referred to in 9.1.

**Life partner:** The person with whom the employee runs a joint household with the aim of living together in the long term. This must be evidenced by a marriage certificate, a legally registered partnership, a notarial cohabitation contract or a tax statement.

**Minimum wage, statutory:** The wage as referred to in the Minimum Wage and Minimum Holiday Allowance Act.

**Payment period:** The period of a month, four weeks or a week, over which the employer pays the actual wage and any allowances and reimbursements.

**Part-time:** A working time that, according to the individual employment contract, amounts to part of the normal working time from 2.2.2. The actual working time per week may deviate from this on the basis of 2.3.2.



**Parties to the collective labour agreement:** The organisations of employees and employers that have concluded and signed this collective bargaining agreement. They are:

- the employers' organisations Dutch Manufacturing Association (Dutch-Man), Dutch Packaging and Pallet Industry Association and the Dutch Association of Clog Makers and
- the employees' organisations FNV and CNV Vakmensen.

**Public holidays:** In this collective labour agreement, 'public holidays' are taken to mean: New Year's Day, Easter Monday, Ascension Day, Whit Monday, both Christmas Days, King's Day and the day on which May 5 is a national holiday (once every 5 years; in 2020, 2025, etc.).

**Sectorpunt Hout:** The Social Fund helpdesk in the field of sickness absence, occupational disability and rehabilitation, intended for employers and employees in the wood-processing industry.

**Social Fund:** Stichting Sociaal fonds houtverwerkende industrie, as referred to in 9.2.

**Wage:**

- **negotiated wage:** the gross hourly pay an employee in a production job is at least entitled to according to the wage tables of 4.1. As regards employees with an occupational disability as referred to in 4.1.2, this is at least the gross pay according to table 4.1.2.
- **actual wage:** the current gross pay per hour or per payment period, including fixed allowances, which has been agreed between the employer and the employee in a production job and which at least meets the requirements of the law and the collective labour agreement.

**Worker in a production job:** an employee who works in the primary production process or who does work that is directly related to it; this category includes job roles in the field of logistics, cleaning and quality control.

## 10.3 Who does this collective labour agreement apply to?

### 10.3.1 Scope of application

1. This agreement applies:
  - A. To companies engaged in the manufacture, assemble, import and wholesale of wooden or plastic items or items which serve as a replacement for these raw materials within the framework of these companies, including:
    1. household items (with the exception of wholesale);
    2. playthings, including educational materials;
    3. sports goods;
    4. tools and parts thereof;
    5. technical items for the industry, skilled trades, businesses and other professions and institutions;
    6. bent and twisted, knurled, pressed, glued and painted products;
    7. walking frames, high chairs, magazine racks;
    8. sewing boxes, whatnots, thermometers, barometers, brush hangers, basic bookshelves, food carriers, trays, souvenir items, cigar boxes, decorative boxes and other small wooden packaging;
    9. matches and pencils;
    10. decorative products for private gardens;
    11. veneer;
    12. reels;
    13. other products of wood or their substitutes, with the exception of:
      - a. furniture and parts thereof;
      - b. products of the companies that fall within the scope of the collective labour agreement for the carpentry industry;
      - c. three-ply and blockboard;
      - d. parquet floors and hardwood floors;
      - e. wood fibre boards;
      - f. products of the companies that fall within the scope of the collective labour agreement for the rubber and plastics industry;

With the exception of the following companies:

    - companies falling within the scope of the collective labour agreements for the Metals and Electrical Engineering industry;
    - b. companies that fall within the scope of the collective labour agreement for the Metalworking industry;
  - B. 1. To companies engaged in the manufacture, repair, assemble, import and wholesale of packaging and wooden or plastic pallets or items which serve as a replacement for wood or plastic as raw materials within the framework of these companies, with exception of the following companies:
    - companies which are mainly engaged in the Coffin industry;
    - companies that fall within the scope of the Cardboard and Flexible Packaging industry;
    - companies that fall within the scope of the collective labour agreement for the Rubber and Plastics industry;
    - companies falling within the scope of the collective labour agreements for the Metals and Electrical Engineering industry;
    - companies that fall within the scope of the collective labour agreement for the Metalworking industry.

- 2. In companies and/or departments of a company engaged in the manufacture, repair, assembly, import and wholesale of wooden clogs for wearing and/or decorative purposes and/or of wooden sandals.
  - C. To companies engaged in the manufacture, assembly, wholesale and import of brushes, paintbrushes, brush fibres and bristle from the brush industry and/or brush assembly and the brush fibre and hair preparation industry.
  - D. To companies engaged in the manufacture and/or assembly of whole or partial wooden barrels, tubing and/or trays, other than for packaging purposes, and related technical wood products, even if these items are produced within the framework of these companies of a raw material other than wood.
  - E. To companies engaged in an affiliated industry and have concluded an agreement with the parties to this collective labour agreement and that they will apply to this collective labour agreement and also participate in the Social Fund.
2. This collective labour agreement does not apply to companies with separate terms of employment regulating the collective labour agreement and which agreement is registered with the Ministry of Social Affairs and Employment.
  3. Nor does this collective labour agreement apply to departments of companies that fall under another collective labour agreement (which is declared universally binding).
  4. This collective labour agreement does not apply to Bruynzeel-Sakura B.V. in Bergen op Zoom.

## 10.4 Employees with foreign employment contracts

### 10.4.1 WagwEU

- A number of provisions of this collective labour agreement that have been declared universally binding also apply to employees who:
  - in the context of transnational service provision as referred to in Article 1, paragraph 1 of the Posted Workers in the European Union (Working Conditions) Act (WagwEU),
  - temporarily perform work in the Netherlands and
  - whose employment contracts are governed by laws other than Dutch law.
- In any case, these employees are subject to the core provisions of WagwEU, either in its entirety or in modified form. Core provisions are the provisions of this collective labour agreement that have been declared universally binding and that fall under one or more categories of the terms of employment from WagwEU. See table 10.4.1. The core provisions of this collective labour agreement have also been published on the government website [www.uitvoeringarbeidsvoorwaardenwetgeving.nl](http://www.uitvoeringarbeidsvoorwaardenwetgeving.nl). Furthermore, Article 2a, paragraph 1 and Article 2a paragraphs 4 to 6 of the Collective labour agreements (Declaration of Universally Binding and Non-Binding Status) Act must be taken into account.
- If the posting exceeds twelve months (or a maximum of eighteen months if this period has been extended), then all provisions of the collective labour agreement that have been declared binding must be applied from the thirteenth month onwards, with the exception of provisions regarding procedures, formalities and conditions pertaining to the conclusion and termination of employment contracts and with regard to supplementary sectoral pension schemes.

**Table 10.4.1: WagwEU themes and the corresponding core provisions of this collective labour agreement**

categories of terms of employment from the WagwEU	core provisions of this collective labour agreement		
	collective labour agreement provision	title/subject of the collective labour agreement provision	
maximum working hours and minimum rest periods	2.1 to 2.7	Working time and working hours	
	5.7.2	The 80/90/100 scheme	
minimum number of days of paid leave	3.1	Holiday	
	3.2	Public holidays	
	3.4	Short-term leave and birth leave	
	3.5.1	Terminal care: 1 <sup>st</sup> bullet	
	4.4.7	Holiday allowance	
	wage and wage components	1.2.2	Postponing the job classification and temporarily paying a lower wage
		2.3.4	Working on Saturdays (allowance)
2.3.5		Working on Sundays (allowance)	
2.4.5		Overtime pay and allowance	
2.5.1		Shift work (allowance)	
2.6.1		Night shift (allowance)	
3.3		Scheduled time off (reduction in working hours)	
4.1		Negotiated wage	
4.2		Which negotiated wage for whom?	
table 4.4.3		Travel allowance first aid	
4.4.4		Tools	
4.4.5		Odd jobs	
4.4.6		Commuting expenses	
4.4.7		Holiday allowance	
4.4.10	Work clothes		
	5.7.2	The 80/90/100 scheme	
	8.1.5	Travel expenses for visits to the working conditions service	
health, safety and hygiene at work	6.1 to 6.3	Working conditions and accidents	
protection of children, young people, pregnant women and women who recently gave birth			
equal treatment between men and women and non-discrimination			
Conditions for housing of employees, if the service recipient makes housing available to employees who are not at their normal place of work in the Netherlands			

## 10.5 Dispensation

### 10.5.1 Joint Committee

- In accordance with the Social Fund collective labour agreement, the employer can ask the Joint Committee to grant him exemption from the application of one or more provisions of this collective labour agreement.

## **10.6 Strike and lockout**

### **10.6.1 Agreement between the parties to the collective labour agreement**

- During the term of this collective labour agreement, the (members of the) employees' organisations that are parties to this collective labour agreement will refrain from organising strikes at one or more employers. This applies as long as the employers' organisations that are parties to this collective labour agreement do not exclude members of said employees' organisations.
- The aforesaid employees' organisations will do everything in their power to prevent others from holding such strikes. They do not provide support to organisations or individuals who proceed to do so, but limit themselves to mediation. In the meantime, the members of the aforesaid employees' organisations will do everything in their power to ensure that the work at the employers concerned progresses normally.

## **10.7 Compliance investigation and scope of application investigation**

### **10.7.1 Two types of investigation**

- The parties to the collective labour agreement have compliance and scope of application investigations carried out in accordance with the Social Fund collective labour agreement.

## **10.8 Work agreements of the parties to the collective labour agreement**

### **10.8.1 Sustainable employability and training**

- The parties to the collective labour agreement have agreed to start pilots to promote training, in line with the advice of the Joint Industrial Committee. The pilots will be supervised by the Joint Industrial Committee.
- The parties to the collective labour agreement agree to enter into interim consultations during the term of the collective labour agreement regarding parts of the MDIEU activity plan, including the career scan, performance interviews, training and the early retirement scheme.

### **10.8.4 Wage and job classification system**

- The parties to the collective labour agreement will set up a working group that will make proposals during the term of the collective labour agreement for updating and making the wage and job classification system consistent. Departure point is that the wage and job classification system applies to personnel earning up to € 40,000 gross per year (excluding allowances).

### **10.8.5 Economic situation**

The parties to the collective labour agreement agree to consider the possibility of a one-off payment before 1 May 2023 in the context of the economic situation. The lower limit of the pay scales will be considered.

## Appendices

[Appendix 1: Example profiles per job category](#)

[Appendix 2: The old and new numbering of collective labour agreement articles](#)

## Appendix 1: Example profiles per job category

Introduction

Pay grade 1

Pay grade 2

Pay grade 3

Pay grade 4

Pay grade 5

### Introduction

The example profiles in this appendix are based on the description of the job categories in 1.3.

### Pay grade 1

- *Packer*: Carrying out very simple packing activities.

### Pay grade 2

- *Internal transport employee*: Transporting raw materials, auxiliary materials and waste materials or finished products to and from production and warehouse locations using non-complex manual or mechanical aids.
- *Chore worker*: Tidying up and cleaning production locations in consultation with the machine operators involved. Disposing of waste to the designated places and separating this waste.
- *Paintbrush finisher*: Assembling parts into paintbrushes. Moulting of loose hair and cutting finished paintbrushes. Setting the necessary machines. Targeted and oriented feed of products into machines. Reporting production rejects.
- *Packer*: Folding and stapling packaging material into boxes. Packing products in the correct quantity in presentation, transport and/or bulk packaging. Applying labels to items and packaging.
- *Marker*: Machine marking of products. Carrying out other pre-processing (e.g. drilling through handles). Setting non-complex machines. Targeted and oriented feed of (semi-finished) products into machines.
- *Assistant*: Assisting the machine operator in making optimal use of the machine's production capacity. This is achieved by filling the feed systems for raw materials and auxiliary materials, packaging and labelling finished products, moving goods at the production location, etc.
- *Machine filler/machine sander*: Targeted and oriented feeding of raw materials into the feed system of one or more machines. Adjusting the product guides and stops. Replacing worn sanding belts.
- *Machine woodworker*: Carrying out simple woodworking activities on non-complex machines (e.g. mitre saw, circular saw, band saw and/or cross-cut saw). Setting these machines according to given instructions.
- *Inexperienced manual production worker*: The employee works on the manual production of pallets and crates, under supervision. This includes deviating sizes, small series and crates and pallets that require extensive finishing.
- *Inexperienced repairer*: The employee carries out repairs, under supervision.



### Pay grade 3

- *Warehouse worker*: Taking care of the physical receipt, storage and dispatch of goods in and/or from the warehouse. Checking and storing incoming goods in the warehouse and collecting and preparing goods for dispatch according to customer's order. Reporting deviations in stock and/or delivery. Operating a forklift truck.
- *Brush maker (machine)*: Machine manufacturing of various types of brushes, also according to the tufting method. Operating machines for different production processes, with varying degrees of automation. Filling the feed systems of raw materials and auxiliary materials. Packing of finished product. Reporting deviations in product and machine.
- *Brush maker (manual)*: Manufacturing of various types of brushes. This is achieved by manually filling pre-drilled frames with brush material. The process involves wire and some form of adhesive. Reporting deviations in products.
- *Paintbrush maker (machine)*: Machine manufacturing of various types of paintbrushes. Operating machines for different production processes, with varying degrees of automation. Filling the feed systems of raw materials and auxiliary materials.
- *Paintbrush maker (manual)*: Manual production of various types of paintbrushes, with the exception of edged whitewash brushes and brushes made of crooked pig hair. Weighing the required amount of hair, taking into account the material properties. Application of sheathing, straightening of hairs, shaping and moulting of paintbrushes, adding filler. Reporting (semi-finished) products that do not meet the quality requirements.
- *Planer*: Setting the planing machine to the desired planing thickness, adjusting the chisels and regulating the feed speed. The planer takes into account the material to be processed and the required material reduction. Solving basic machine malfunctions.
- *Wood peeler*: Commissioned peeling of trees into wood products of desired thickness. Adjusting the peeling process to the optimum utilisation of the input material. The peeler takes into account the properties of the material to be processed and the desired peel thickness(es). Clamping the input material, setting and operating the machine, monitoring the process and performing minor maintenance.
- *Painter/sprayer*: Applying lacquer types in the desired colour and thickness with a paint sprayer. If necessary, preparing lacquers according to the prescribed recipe and checking lacquer types and viscosity. Cleaning equipment and ensuring proper extraction. Operating injection moulding machine(s).
- *Turner*: Machine manufacturing of various types of wood-turning products. Setting and changing (semi-)automatic wood-turning lathes. Feeding raw materials, changing and sharpening gouges and performing minor maintenance. Reporting deviations in the machine and process.
- *Sawyer*: Commissioned sawing and shortening of tree parts into wood products of a desired dimension. Adjusting the sawing process to minimise wood waste. Operating the sawing machines, monitoring the process and performing minor maintenance.
- *Manual turner*: Manual manufacturing of wood products on wood-turning lathe. The turner works on the basis of a drawing or example that has been supplied. Sharpening of the necessary tools.
- *Inexperienced pre-processing worker machine pallet/ crate production line*: Performing work on the production line, under supervision.
- *Experienced pallet line worker*: Performing work on the pallet line, under supervision.
- *Experienced manual production worker*: Performing manual production work, under supervision. This includes deviating sizes, small series and crates/pallets that require extensive finishing.
- *Experienced repairer*: Carrying out repairs, under supervision.

#### Pay grade 4

- *Certified forklift truck driver*: Transporting and distributing goods to, from and across production and warehouse locations with the forklift truck. Loading and unloading trucks. Picking up and removing goods from warehouse (racks).
- *Brush maker (machine, including setting)*: Machine manufacturing of various types of brushes, also according to the tufting method. Setting and operating machines for different production processes, with varying degrees of automation. Filling the feed systems of raw materials and auxiliary materials. Packing of finished product. Reporting deviations in product and machine. Carrying out minor maintenance and troubleshooting.
- *Paintbrush maker (machine, including setting)*: Machine manufacturing of various types of paintbrushes. Setting and operating machines for different production processes, with varying degrees of automation. Filling the feed systems of raw materials and auxiliary materials. Carrying out minor maintenance and troubleshooting.
- *Paintbrush maker (manual)*: Manual manufacturing of all types of paintbrushes. Weighing the required amount of material (hair), taking into account the material properties. Application of sheathing, straightening of hairs, shaping and moulting of paintbrushes, adding filler. Reporting (semi-finished) products that do not meet the quality requirements.
- *Machine adjuster*: Correctly and smoothly setting and changing all common woodworking machines. Providing work and operating instructions to machine operators. Solving machine malfunctions.
- *Foreman*: The working foreman in the production process.
- *Experienced pre-processing worker machine pallet/crate production line*: Performing work on the production line, independently.
- *Pallet line operator*: Setting and operating the pallet line, independently.
- *Quality controller*: Working on the manual production of pallets and crates, independently. This includes deviating sizes, small series and crates/pallets that require extensive finishing.
- *Pallet sorter*: Assessing and selecting pallets and crates and determining whether they are repairable.
- *Independent repairer*: Assessing which elements need to be replaced. Carrying out repairs independently, possibly with the aid of a pallet/crate dismantling machine.

#### Pay grade 5

- *Qualified driver of external means of transport*

## Appendix 5: The old and new numbering of collective labour agreement articles

### Explanation

- In 2020, the wording of the collective labour agreement was completely rewritten and rearranged.
- Articles from the old text of the 2019-2020 collective labour agreement can be found in the new text of this collective labour agreement and vice versa using the following two tables.

Table 1: [From old to new numbering](#)

Table 2: [From new to old numbering](#)

**Table 1: From old to new numbering: Collective labour agreement Wood-Processing Industry 2019-2020**

old text article	title	new text
	Term of the collective labour agreement	10.1.2
	Index	Search by keyword
	Parties to the collective labour agreement	10.1.1
1	Scope of application	10.3
2	Definition of employee	2.1.1; 2.2.1; 2.3.1; 3.3.1; 4.1; 10.2; 10.3.1; 10.4.1
3	Definition of wages and income	4.1.5; 10.2
4	Joint Committee for the Wood-Processing Industry	9.1.1; 10.2; Appendix 2
5	Company regulations	1.4.1
6	Obligations of the employees	1.5.2
7	Commencement and termination of employment	1.1; 1.6
7a	Probationary period	1.1.3
8	Performing work for third parties	1.5
9	Classification of jobs	1.2; 1.3.1; 4.1.3; Appendix 1
10	Wages	1.2; 4.1; 4.2; 4.3.1
10a	Pay rises managerial and administrative staff	4.1.4
11	Allowances	4.4
12	Reimbursements	4.4
13	Travel allowance	4.4; 8.1.5
14	Fee work	4.4.9
15	Working time	1.6.3; 2.1; 2.2; 2.3; 2.4; 3.3
16	Working on Saturdays	2.3.5
17	Part-time work	2.2.3; 2.4.3
17a	Part-time workers aged over 57	5.7.1
17b	The 80-90-100 scheme	5.7.2; 10.8.3
18	Training/(study) course/career policy	1.6.3; 5.1.1; 5.2.1; 5.3; 5.4; 5.5; 7.2.1
19	Public holidays	3.2; 10.2
20	Compensation for public holidays	3.2.1
21	Overtime	2.3; 2.4; 3.2.1
22	Shift work	2.5
23	Night work	2.6.1
24	Working in other municipalities	2.4.4; 4.1.5; 4.4
25	Holiday/holiday allowance	1.6; 3.1; 3.3.2; 4.1.5; 4.4
26	Short-term leaves/unpaid leave/palliative leave	3.4; 3.5; 3.6; 10.2
27	Wage payment and sickness benefits	1.6.4; 8.1; 8.4.1
27a	WGA shortfall insurance	8.3
28	Accident insurance	6.3
29	Sickness absence control	6.2.3; 8.2.4
30	Hearing protection	deleted (=law)
31	Joint Committee for the Wood-Processing Industry	9.1.1; 10.5.1; Appendix 2
32	Social Fund	9.2

33	Annual social report	1.4.2
34	Social and economic consultations	7.4.1
35	Union activities in the company	4.4.8; 7.1
36	Strike and lockout	10.6.1
37	Merger, business closure or reorganisation	7.3
38	Medical examination	6.2.5
39	(Addition to) (early) retirement pension	4.5
40	Exchange of employee benefits (customised collective labour agreement)	3.1.3; 3.3.3; 10.1.4
40a	Compliance investigation and scope of application investigations	10.7
41	Term of the agreement	10.1.2
	Recommendations	1: 1.1.4 2: 10.8.1
	Protocols	10.8
(Appendix 1)	(Model employment contract)	deleted w.e.f. 1/1/2019
Appendix 2	Model annual social report	deleted; see 1.4.2
Appendix 3	Flexible Working Act	deleted; see 2.2.3
Appendix 4	Company emergency response	6.2.4
Appendix 5	Rehabilitation and sickness absence	8.2
Appendix 6	Regulations on Compliance investigation and Scope of Application investigation	Appendix 4
Appendix 7	Agency workers matrix ..... WagwEU	10.4.1
	Important addresses	Addresses

**Table 2: From new to old numbering: Collective labour agreement for the Wood-Processing Industry 2019-2020**

new text	title	old text
<b>1.</b>	<b>Entry into employment - leaving the employment</b>	
1.1	Employment contract	Article
1.2	Job classification	Article
1.3	Description of job categories	Article
1.4	Rights and obligations of the employer	Article
1.5	Rights and obligations of the employee	Article
1.6	End of the employment contract	Article
<b>2.</b>	<b>Working time and working hours</b>	
2.1	Agreements per company and per employee	Article
2.2	Normal working time, part-time and working hours	Article
2.3	Deviating from the normal working time and working hours	Article
2.4	Overtime	Article
2.5	Shift work	Article
2.6	Night shift	Article
2.7	Further rules for work and rest periods	Article
<b>3.</b>	<b>Days off, sickness absence and leave</b>	
3.1	Holiday	Article
3.2	Public holidays	Article
3.3	Scheduled time off	Article
3.4	Short-term leave and birth leave	Article
3.5	Leave in connection with a death	Article
3.6	(Other) unpaid leave	Article
<b>4.</b>	<b>Income</b>	
4.1	Negotiated wage	Article
4.2	Which negotiated wage for whom?	Article
4.3	Pay slip and annual income statement	Article
4.4	Allowances and reimbursements	Article
4.5	Pension	Article
<b>5.</b>	<b>Keep developing, keep working</b>	
5.1	Long-term development and career	Article
5.2	Health and safety at work course	Article
5.3	BBL vocational training	Article
5.4	Training leave and training policy	Article
5.5	Paying back training costs	Article
5.6	Information about training and subsidies	Article
5.7	Senior employees: opportunities for working fewer hours	Article
		Article
<b>6.</b>	<b>Working conditions and accidents</b>	
6.1	Working Conditions Act	Article

6.2	Collective labour agreement rules and collective labour agreement facilities	Article
6.3	Accidents	Article
<b>7.</b>	<b>Employee participation</b>	
7.1	Union contact persons	Article
7.2	Employee representative body	Article
7.3	Reorganisation, merger and business closure	Article
7.4	Consultation on employment	Article
<b>8.</b>	<b>Illness and occupational disability</b>	
8.1	Income during illness	Article
8.2	Rehabilitation	Article
8.3	WGA shortfall insurance	Article
8.4	Pension accrual in the event of occupational disability	Article
		Article
<b>9.</b>	<b>Industry organisations</b>	
9.1	Joint Committee	Article
9.2	Social Fund	Article
<b>10.</b>	<b>About the collective labour agreement and the parties to the collective labour agreement</b>	
10.1	Characteristics of this collective labour agreement	Article
10.2	Terms and definitions	Article
10.3	Who does this collective labour agreement apply to?	Article
10.4	Employees with foreign employment contracts	Article
10.5	Dispensation	Article
10.6	Strike and lockout	Article
10.7	Compliance investigation and scope of application investigation	Article
10.8	Work agreements of the parties to the collective labour agreement	Article
	<b>Signing of collective labour agreement</b>	Article
<b>Appendices</b>		
Appendix 1	Example profiles per job category	Article 9
Appendix 2	Joint Committee Regulations	appendix
Appendix 3	Social Fund Article of Association	appendix
Appendix 4	Regulations on compliance investigation and scope of application investigation	appendix
Appendix 5	The old and new numbering of collective labour agreement articles	new

## Universally binding declaration

- The provisions of this collective labour agreement, which have been declared universally binding by the Minister of Social Affairs and Employment, apply to all employers and employees who fall within the scope of this collective labour agreement.
- This is the case from the day after publication of the order declaring a collective labour agreement binding in the Government Gazette or on another date specified in that order. The universally binding declaration runs until the end date of the collective labour agreement. The order declaring a collective labour agreement binding will be published at [www.uitvoeringarbeidsvoorwaardenwetgeving.nl](http://www.uitvoeringarbeidsvoorwaardenwetgeving.nl) and [www.overheid.nl](http://www.overheid.nl).
- From the effective date of this collective labour agreement until the date on which they cease to be effective according to 10.1.2., all provisions of this collective labour agreement that entail rights or obligations for individual employers or employees apply to employers who are members of an employers' organisation that is a party to this collective labour agreement and to their employees.



# Addresses

## Parties to the collective labour agreement for the wood-processing industry

organisation	postal address	internet and e-mail	telephone
Nederlandse Emballage- en Palletindustrie Vereniging EPV	Postbus 4076 5004 JB Tilburg	<a href="http://www.epv.nl">www.epv.nl</a> <a href="mailto:info@epv.nl">info@epv.nl</a>	013 5944303
Nederlandse Vereniging van Klompenmakers	Celsiusstraat 20 5223 CB Den Bosch	<a href="http://www.nederlandseverenigingvanklompenmakers.nl">www.nederlandseverenigingvanklompenmakers.nl</a>	073 6215833
Dutch Manufacturing Association	Postbus 4076 5004 JB Tilburg	<a href="http://www.dutch-man.nl">www.dutch-man.nl</a> <a href="mailto:info@dutch-man.nl">info@dutch-man.nl</a>	013 5944427
FNV	sector Bouwen en Wonen Postbus 9208 3506 GE Utrecht	<a href="http://www.fnvbouw.nl">www.fnvbouw.nl</a> <a href="mailto:hvi@fnv.nl">hvi@fnv.nl</a>	088 3680368
CNV Vakmensen	sector Hout & Meubel Postbus 2525 3500 GM Utrecht	<a href="http://www.cnvvakmensen.nl">www.cnvvakmensen.nl</a> <a href="mailto:info@cnvvakmensen.nl">info@cnvvakmensen.nl</a>	030 7511007

## Sectoral organisations

organisation	postal address	internet and e-mail	telephone
Sociaal fonds houtverwerkende industrie	Postbus 4076 5004 JB Tilburg	<a href="http://www.houtverwerkendeindustrie.nl">www.houtverwerkendeindustrie.nl</a> <a href="mailto:info@sfhvi.nl">info@sfhvi.nl</a>	013 5944451
Vakraad houtverwerkende industrie	Postbus 4076 5004 JB Tilburg	<a href="http://www.houtverwerkendeindustrie.nl">www.houtverwerkendeindustrie.nl</a> <a href="mailto:info@sfhvi.nl">info@sfhvi.nl</a>	013 5944451
Sectorpunt Hout	Postbus 4076 5004 JB Tilburg	<a href="http://www.houtverwerkendeindustrie.nl">www.houtverwerkendeindustrie.nl</a> <a href="mailto:info@sfhvi.nl">info@sfhvi.nl</a>	013 5944245
Bedrijfstakpensioenfonds	Postbus 4471 6401 CZ Heerlen	<a href="http://www.bpf-phj.nl">www.bpf-phj.nl</a> <a href="http://www.bpfv.nl">www.bpfv.nl</a>	(Former) employees 088 1162407 Employers 088 1162427