



SICK LEAVE REGULATIONS

The Emveflex employment office has been a self-insurer of sickness benefit since 2011. FlexCom4 (in cooperation with Qare Flex BV), on behalf of the Emveflex Employment Agency, ensures that all legal obligations arising from self-insurance under the Sickness Benefits Act are met. The Emveflex employment agency has appointed FlexCom4 (in cooperation with Qare Flex BV) to organize absenteeism administration, absenteeism counseling, assessment of applications under the Sickness Benefit Act, reintegration into work, determination of daily wages and payment of benefits. The General Data Protection Regulation (GDPR) is always respected. In case of absence, FlexCom4 is supported by the health and safety service.

Reporting sickness

In the event of illness, the employee is obliged to report his indisposition before commencing work, but no later than 9:00 am on the day of illness, at the company where the work was to be performed and at the Emveflex Employment Agency. If an employee feels unwell during work and is unable to continue working, he should report it to the Emveflex Employment Agency and the direct manager of the company where the work is performed. Only in exceptional circumstances may a third party on behalf of an employee submit a sickness report to the employment agency and the company in the same way as described above.

Control and availability

One of the employees of Qare Flex BV will contact the employee by phone no later than 24 hours after reporting the illness. During the period of illness, the employee can expect a call for consultation to the company doctor. The employee should always be available to the manager of Qare Flex BV. If the employee changes the telephone number during the illness, he or she is obliged to inform the Qare Flex BV caregiver as soon as possible. Also, if the employee stays at a different address, he must immediately report it to the manager of Qare Flex BV. If the employee is not available or does not comply with the above regulations, this may have consequences for the entitlement to the benefit or the amount of the benefit.

Occupational physician

The employee is obliged to answer the call of the company doctor and appear for consultations. If the employee is unable to come to the company doctor for consultation or returns to work, he should inform the Qare Flex BV worker at least 48 hours before the start of the appointment. If the employee does not come to consult with the company doctor without giving a reason, his benefit will be suspended until a new consultation with the company doctor.

A deal is a deal

The Emveflex Employment Agency and Qare Flex BV expect the employee to abide by their agreements with Qare Flex BV in the context of absenteeism and absenteeism counseling.

Stay abroad

If an employee falls ill during a holiday abroad, the same rules apply as for reporting sick in the

Netherlands. You must report your illness to the Emveflex Employment Agency in accordance with the reporting procedure above. Upon returning home, the employee reports immediately by telephone to the manager of Qare Flex BV. If an employee wishes to go abroad during illness, he should report it to the manager of Qare Flex BV at least two weeks in advance. Qare Flex BV points out that you must comply with all obligations under the Sickness Benefit Act when you are abroad. Going abroad should not be an obstacle to recovery and / or reintegration.

(Partial) Recovery

It is possible that the employee will partially resume work or perform other alternative work. If, as a result, you are still partially entitled to Illness Benefit, you must continue to comply with the rules in this Absence Policy. The employee must report his full recovery without delay, no later than the second day after recovery to Qare Flex BV (phone number below) and to the Emveflex Employment Agency.

Sickness benefit

According to the Collective Labor Agreement, the employee has a waiting day for which no sickness benefit is paid. Waiting days do not apply if the employee becomes again incapable of work within four weeks and waiting days have already been taken into account when the sickness is first reported. No later than four weeks after receiving the employee's sickness report, FlexCom4 will provide the employee with a weekly sickness benefit. The amount of sickness benefit depends on the employee's daily salary. The daily wage is calculated by UWV in accordance with the daily wage decree on workers' insurance. Any changes that may have consequences for the employee's Illness Benefit must be reported immediately by the employee to the manager of Qare Flex BV.

Actions to resume work

If an employee is sick, he or she should make every effort to recover in order to be able to return to work as soon as possible. No other activity of the worker should interfere with his healing. In addition, the employee must make sufficient efforts, for example by applying for a job, in order to obtain a (suitable) job.

Privacy

FlexCom4 and Qare Flex BV treat employees' personal data with care and always comply with the General Data Protection Regulation (GDPR). Our Privacy Statement can be found at <https://www.flexcom4.nl/nl/privacy>. This statement describes what personal data FlexCom4 and Qare Flex BV may process, for what purposes and on what legal basis. The statement also describes how the employee can exercise his rights in relation to his personal data.

Flex Com4

FlexCom4 Case Managers are available on: 088-1021640.

The measures

Failure to comply with the rules in these sick leave laws may have consequences for the amount of your sickness benefit. These sanctions are contained in the Decree on Measures of the Social Security Act. In this case, the employee will receive a decision from UWV. The employee has the right to appeal to this decision. The objection procedure is specified in the decision.