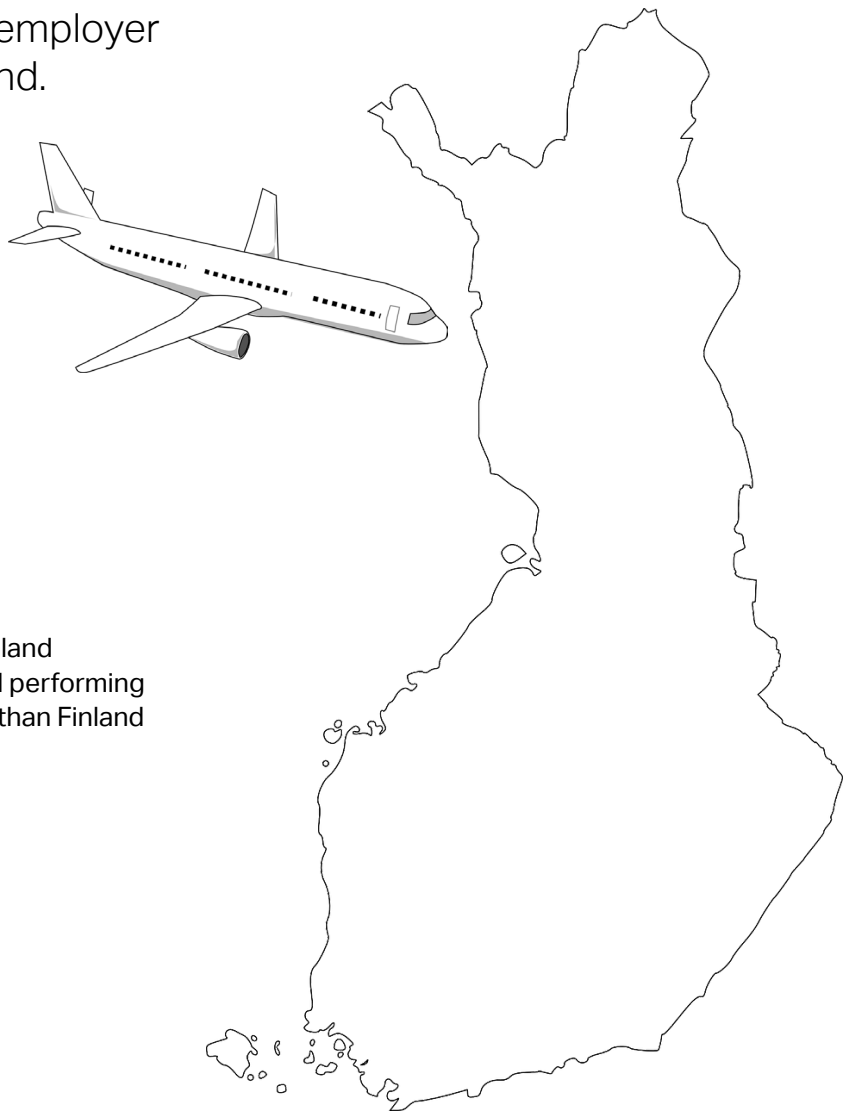


# Information about sending posted workers to Finland

The posting company is the employer of the worker posted to Finland. Before the work begins in Finland, the posting company must notify the OSH authorities about the posting of workers and take care of other employment and work-related obligations under Finnish legislation.



## Posting of workers

**Posted worker** is working

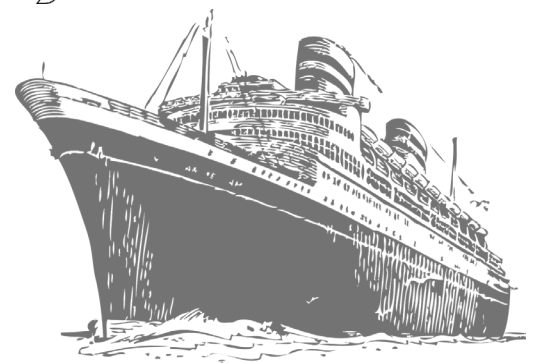
- normally in some other country than Finland
- for the employer who is established and performing significant activities in another country than Finland
- in Finland for a limited period of time
- under an employment contract.

## Forms of work

- subcontracting
- internal transfer in a company
- temporary agency work.

## Posting is based on

- a cross-border agreement on the provision of services made by the employer and
- the contractor is liable to pay the compensation to the posting company for the work contracted in Finland.



*Continues on the next page >*

# Check list for the posted company

For more information, see links.

**1** Report the posting of workers before the work begins by filling an electronic form

> <https://bit.ly/2ISzY0k>



• the provisions in the collective agreement on working hours, annual holidays and occupational safety.

> <https://bit.ly/2KydgaH>

> <https://bit.ly/2KyuCUV>

> <https://bit.ly/2k8br9r>



**2** Select a representative for the company in Finland who is available during the duration of the posting (address in Finland)

> <https://bit.ly/2lsWWri>



**6** Prepare and keep working hour documents required by the Working Hours Act

- working schedule
- working hours adjustment system
- working hours record
- a driver's logbook
- record of the annual holidays.

> <https://bit.ly/2k8br9r>

> <https://bit.ly/2KyuCUV>



**3** Keep available in writing during the posting in Finland:

- identifying information of the company and contact information on the responsible persons in the country where the company is established
- identifying information of the posted workers, statements of the employment conditions applicable on the employment contract of the posted workers and on the grounds for the posted workers' right to work
- working hours register, payment calculations and a receipt issued by a finance institute on paid wages.

> <https://bit.ly/2lsWWri>



**7** Take out accident insurance for the duration of the posting

> <https://bit.ly/2k5pCMI>



**4** Ensure the right to work of posted workers in Finland

> <https://bit.ly/2GuvWps>



**8** Arrange statutory occupational health care service in Finland

> <https://bit.ly/2lyOZ41>



**5** Comply with the Finnish legislation and the provisions in the collective agreement, when they are granting the worker more favourable conditions:

- legislation applicable on the employment contract
- the provisions on working hours, annual holidays and family leaves



**9** Ensure that the workers on the construction site carry photo ID:s showing the tax number of the public tax number register

> <https://bit.ly/1QEIZSp>



**10** Ensure the occupational safety of the employees

> <https://bit.ly/1T9y9FK>

