

Becoming an employer in

# Portugal

How benefits work



	STATUTORY	GOOD PRACTICE	ABOVE & BEYOND
<b>Weekly Working Hours</b>	40 hours max	37-40 hours	Flexible hours 4-day week (rare)
<b>Overtime Compensation</b>	<b>Max 2 hours daily</b> 1st hour + 25%, 2nd + 37.5%, Weekend/holiday + 50%	+ 50% each day	
<b>Paid Time Off</b>	<b>First year: 20 days</b> <b>Past first year: 22 days</b>	<b>Extra 3-8 days off</b> Buy and sell scheme	<b>Unlimited</b>
<b>Public Holidays</b>	<b>13 Days + extra based on region</b>		

## General benefits

<b>Pension</b>	<b>Government pension fund</b> Employer contribution of 23.75%, which also covers family and unemployment.	<b>Private pension fund</b> Contributing 2-3% of employee's salary	<b>Private pension fund</b> Contributing 4%+ of employee's salary
<b>Healthcare</b>	<b>Public healthcare</b>	<b>Private healthcare</b> Includes dependents	+ Vision, dental & childbirth (private pre and post natal care)
<b>Education &amp; Training</b>	<b>40 hours+ paid by employer</b> Relevant to the field of work	<b>Additional opportunities</b> Including contribution to costs	+ In-house training, tuition reimbursement, book and conference stipend
<b>Life Insurance &amp; Assurance</b>		<b>Allowance in lieu of arranging insurance</b>	<b>Private life insurance</b> Sum insured equal to 1 or 2 annual salaries
<b>Transport</b>		<b>Monthly allowance for transport to and from work</b>	<b>Company car or bike</b>
<b>Wellness (gym, fitness, yoga)</b>		<b>Discounted gym membership</b>	<b>Paid gym membership or wellness allowance</b>
<b>Meals</b>		<b>Meal vouchers or lunch cards</b> Meal allowances are tax-free up to €4.77 daily if paid in cash and €7.63 if paid by lunch tickets.	<b>Free meals, subsidised canteens or food and snack stipend. Drinks on Friday</b>
<b>Flexible working</b>		<b>1-2 days a week WFH. Flexibility on work hours, however often there is an expectation to work core hours.</b>	<b>Unlimited work from home</b>
<b>Profit Sharing</b>			<b>Stock options</b>

## Leave

<b>Sick Leave</b>	<b>Social security benefit covers up to 1,095 days at varying %</b>	<b>Full pay during the first 3 days of sickness</b>	<b>+ Employer tops up sick benefit beyond 3 days</b>
<b>Maternity Leave &amp; Adoption Leave</b>	<b>Social security benefit</b> 120 days, full pay. If twins, extra 30 days.	<b>Extended leave covered by employer</b>	<b>Take-what-you-need arrangement</b>
<b>Paternity Leave</b>	<b>Social security benefit - 25 days, full pay</b>	<b>+ 2-4 weeks, full pay</b>	<b>3 months full pay</b>
<b>Parental Leave</b>	<b>25% of salary for up to 3 months leave if child aged &lt;6 years (+3 months for disabled or chronically ill child). Total leave = 2 years</b>	<b>Extended leave and company tops up leave pay</b>	<b>Leave as needed, fully paid</b>
<b>Bereavment leave</b>	<b>2 days a year, full pay</b>	<b>Additional 3-5 days, full pay</b>	<b>Take-what-you-need arrangement</b>