

		STATUTORY	GOOD PRACTICE	ABOVE & BEYOND	
V	Weekly Working Hours	35 hours weekly, additional hours trigger overtime	35 hours weekly	Flexible working hours	
	Overtime Compensation	Every hour beyond the weekly 35 hours. Payment varies between 110% and 150% of regular wages	125% minimum pay and/or time off in lieu of remuneration for overtime	150% remote first overtime pay for the entire overtime	
• 5	Paid Time Off	30 days annually Up to 2 additional days for certain employees with extended working hours	Up to 10 additional days off	Unlimited time off with statutory minimum	
	Public Holidays	11 public holidays, only Labour Day must be paid	All public holidays paid	Additional time off for Christmas and Easter	

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Gen	eral benefits			
	Pension	Social Security covers this through Pension ¹ and Old age insurance ²		Up to 5.5% additional monthly contributions
+	Healthcare	Mutuelle (private health insurance) for all employees	Private health insurance covering dependents	Dental and vision insurance
	Home Office	Work from home allowances and compensations are in place when the employee doesn't have an office at their disposal	Ergonomic consultation and workstation	€100 allowance and ability to request additional equipment
	Profit Sharing ³	Profit-sharing plan negotiated as part of a collective bargaining agreement	Bonus plans, such as 13th month pay, year-end or performance-based bonuses	Bonus plans, such as 13th month pay, year-end or performance-based bonuses
C	Flexible Working	Right to request work from home for eligible employees	Hybrid model (WFH 1-3 days weekly or as desired)	Flexible working hours or WFH full-time
	Transport	50% of commuting expenses on public transport	Full cover of a second-class transportation card	Full cover for first-class transport or company car
Y	Life Insurance	Prévoyance is mandatory for managers in all industries and to all employees in certain industries	Providing all employees with Prévoyance regardless of the industry	
	Education & Training		Budget for conferences, seminars or mentorship programs	Monthly allowance for training, courses, books or language courses
	Meals		Coffee, tea, snacks. Lunch vouchers, tax free up to €5.55	Subsidised or free breakfast and/or lunch; weekly drinks
	Wellness Program		Employee Assistance Programme, gym membership	Coaching, massages, language lessons, yoga

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Leave						
	Sick Leave	33 days at 80% of gross salary + Paid leave after 4th day, covered by Social Security at 50-90% of earnings, capped at €46 per day	Pay for first 3 days of illness	Top up to 100% of salary		
	Maternity Leave	16 weeks off, 26 after 3rd child. The pay, covered by Social Security is an average from the 3 previous months, capped at €89.03 per day	Top up to full compensation	Up to 8 additional weeks		
	Paternity Leave	14 days off⁴, 3 of them paid by the employer, the rest by Social Security, capped at €89.03 per day	Top up to full compensation	Additional 4-8 weeks paternity leave		
	Adoption Leave	10-22 weeks depending on number of existing and adopted children. The pay, covered by Social Security, is capped at €89.03 a day	Top up to full compensation	Additional 4-8 weeks adoption leave		
	Parental Leave	Full time or part time unpaid parental leave, available for one year. Additional 310 days off if the child has a serious illness				
	Carers Leave	 3-5 unpaid days off to care for a sick or injured child under 16 3 months unpaid⁵ leave to care for a disabled relative 	 Paid leave when taking care of sick children Top up of the daily caregiver allowance 	Additional to unlimited paid time off to care for sick children		
	Bereavement	 2-7 days paid by the employer, varying on relationship Family solidarity covered by Social 	Additional 1 to 2 weeks of paid time off	Unlimited paid time off		

Additional 1 to 2 weeks of paid time off

Additional time off for other life events,

such as moving houses, child's

graduation, charity work

One month paid sabbatical

• Family solidarity covered by Social

• Child birth or adoption: 3 days

• Wedding or civil union: 4 days

been with the company 36 month

• Child's wedding: 1 day

eligibility applies

day

Security, capped at 3 months, €56.27 per

6-11 months unpaid leave if employee has

Up to one year full or part-time unpaid

leave to take care of a new business,

Leave

Leave

Family Leave

Sabbatical Leave

Business Creation

Unlimited paid time off

Sabbatical paid for 1-3 months