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EUROPEAN FEDERATION OF FOOD, AGRICULTURE AND TOURISM TRADE UNIONS

## WELCOME BOOKLET FOR POSTED WORKERS AND MIGRANT WORKERS (SEASONAL OR OTHERWISE)

### HOW THE COORDINATION OF SOCIAL SECURITY INSTITUTIONS WORKS – THE PRINCIPLES



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### Notice:

This guide does not replace the guides issued by each country, the institutions of the European Commission or the social security institutions of the Member States. It aims to summarise a range of information to make it easier for you to find more information in a Member State.

This guide is for all workers who have been posted within the framework of Directive 96/71/EC and all migrant workers, whether they are working under a seasonal employment contract or not. It focuses on the three periods around which your employment contract is structured: the period before being hired, the period during which you fulfil the contract, and the period following your return to your country.

### Posted workers:

The rules governing the posting of a worker to another Member State are specific and are covered in a guide for posted workers. This guide gives details of the conditions of posting and the conditions for coverage by social security institutions. In particular, it tells you what documents are needed to determine which legislation is applicable with regard to social security.

Your trade union organisation can provide you with this guide ("*name of trade union organisation*" "*name of website*"), or you can read it on our organisation's website, [www.effat.org](http://www.effat.org)

### Migrant workers, seasonal or otherwise:

You have come from country **A** to work in country **B**: we would like to tell you about your rights and obligations. Your trade union organisation in your country of origin, or the organisation in your host country, can give you more detailed information about how social security institutions work in your host country and can tell you what steps you need to take to retain your rights when you go back to your country of origin.

- If you need a visa authorising you to work in another Member State, you must contact the consulate of the host country (**country B**) in your country of origin (**country A**).
- Once you are in **country B**, you may be asked for a health insurance certificate from your country of origin: your health insurance institution can provide this.



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**Δ** *We recommend that you hold onto all documents declaring that you are genuinely fulfilling an employment contract abroad (employment contract, payslips, declaration giving the dates you arrived at and left the company you were working for) and keep these indefinitely.*

*Please note that the information published online only applies to workers with valid, legal employment contracts. Working illegally results in the loss of all your social rights.*

There are no legal provisions requiring that your employment contract in **country B** be written in your language. We would encourage you to:

- make sure, overall, that you have properly understood the terms of your contract before signing it;
- check that the contract contains certain mandatory clauses, including clauses on:
  - working hours;
  - leave;
  - remuneration;
  - the applicable collective agreement;
- request any information that you may need during your stay (in terms of social security: health insurance, occupational accidents, illness, maternity, unemployment insurance, retirement). The trade union organisation in the country can give you more information on these subjects ("*name of trade union organisation*").

To help you find the information you need, several welcome guides have been drawn up by trade union organisations and employers' associations – we would advise you to get copies of these. We have listed a number of available guides on our dedicated site on coordination of social security institutions, [www.agri-info.eu](http://www.agri-info.eu).

Other sites may be useful too:

Comparison of national social security systems (rights, procedures): [www.agri-info.eu](http://www.agri-info.eu)

Official information from the European Commission: social protection for agricultural workers : [http://europa.eu/eu-life/healthcare/index\\_en.htm](http://europa.eu/eu-life/healthcare/index_en.htm) and [www.enasp.eu](http://www.enasp.eu)

Useful advice: [www.effat.org](http://www.effat.org)

www.name of national trade union organisation

Expert network (trESS): [www.tress-network.org](http://www.tress-network.org)



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