

Sick Leave Policy

At Technative, we recognize that illness can unexpectedly affect employees and require an immediate need of absence. To ensure operational continuity and uphold effective communication, we have formulated the following sick leave policy:

1. Reporting an illness:

- If you are unable to fulfill your duties due to illness, it is imperative to notify the company prior to 09:00 am on the day of your absence. Kindly convey your absence by sending an email to sickleave@technative.eu.

2. Co-worker Notification:

- We strongly encourage you to inform your immediate co-workers about your absence through slack. Include a concise update on any pending tasks or ongoing projects that may require their attention during your period of absence. This practice facilitates a seamless transfer of responsibilities and minimizes operational interruptions for your team and our customers.

3. Confidentiality and Privacy:

- Any data concerning your health condition and absence will be treated with confidentiality. We hold your privacy in high regard and pledge to handle this information with the utmost discretion.

4. Consequences of Delayed Notification:

- In cases where timely communication is not upheld, and you do not inform the company as required, your first day of sick leave will be considered as utilizing a vacation day.+

5. Getting back to work

- Share regular updates on how you are doing with your immediate co-workers and send an email to sickleave@technative.eu when you are ready to start working again.

Your dedication to your work and your well-being is highly valued. If there is anything we can do to support you, please reach out to Walter, Bas or Mandy.