

UNIT 06: WORKING TIME AND SALARY.

The working day. Outline

DEFINITION	<ul style="list-style-type: none">. It is the period of time during which the worker does his job.. All the subjects related to the working day are open to negotiation through collective agreements. The law establishes the maximum working hours at work as well as the minimum time off of work.
DAILY	<ul style="list-style-type: none">. People under 18 y.o. : The law establishes an 8hour working day. People over 18 y.o. : The law establishes a 9 hour working day as a maximum.
WORKING	<ul style="list-style-type: none">. Workers have a 12 hour rest period between one working day and the next.
HOURS	<ul style="list-style-type: none">. The work time can be full time or part time.
WORK	<ul style="list-style-type: none">. People under 18 y.o. have a work week of 40 hours of actual labour and 2 days off (a weekly rest period of 2 full days). They are not allowed to work at night or overtime.
WEEK	<ul style="list-style-type: none">. People over 18 y.o. may have irregular work weeks; they have a weekly rest period of 1 day and a half.
	<ul style="list-style-type: none">. The law says nothing about the number of annual working days. It's necessary to look at the Collective Agreement; however the law says the worker has an annual rest period of at least 30 calendar days.

The salary. Outline

DEFINITION	<ul style="list-style-type: none">It is all the payments the worker receives either in cash or in kind in exchange for his/her works (Art.26.1ET). <p>TYPES</p> <ul style="list-style-type: none">In cash: money, checks, direct deposits, bank transfers.In kind: free rent, a company car, a company cell phone, etc...
STRUCTURE OF THE SALARY	<ul style="list-style-type: none">BASE SALARY: the payment that is fixed per unit of time of work (per hour, per day, per month).COMPLEMENTARY WAGES: they are established in the collective agreement of each economic sector. For example: Length of service, commissions, share in company profits, qualifications, shifts, Extra payment, night work etc....NON WAGE COMPLEMENTS: they are amount of money the worker receives to cover certain costs that are created by the work itself.THE STRUCTURE OF THE WAGES IS DETERMINED EITHER IN COLLECTIVE AGREEMENT OR IN THE LABOUR CONTRACT.
THE PAYMENTS	<ul style="list-style-type: none">The worker will receive his/her wage on the date and in the place agreed.The worker will receive a pay slip monthly (a receipt of the payments owned by the employer) and he will have to sign it.The worker has the right to be paid every month.The worker has the right to receive payments in advance for the days already worked.The employer is responsible for deducting from the worker's salary the social security and the taxes.

THE MINIMUM INTER-PROFFESIONAL WAGE

Nobody can earn less than this amount of money when they are working 8 hours a week. The government establishes this amount **every year**.