

Works Council

70 HP INC Sant Cugat



Special Smart Working

It is a pleasure to inform you that, **for the first time in our company, we will have a Smart Working Agreement that contemplates that people who work from home, have recognized in a signed Agreement, the same Rights as in the Site and, in addition, a financial compensation.** This Agreement includes practically all the points established by the Law and in some of them it exceeds what is established.

It has been a long negotiation process and **from the Works Council we want to thank all the people with whom we have spoken these months and the 55% of people who answered the survey for your collaboration** and comments, which have been of great help for the arguments that we have transmitted to the Company's Management and the need to have this Agreement and achieve better conditions for all of you.

Context “Ley Real Decreto Teletrabajo”.

- ✓ Companies are NOT obliged to reach an agreement with the Works Council, only to negotiate.
 - We have achieved an Agreement that contemplates the great majority of the points of the [Telework Law](#); in several cases they are improved and we also included some others not included in the Law.
- ✓ The law provides that the agreements will be effective once the pandemic ends (there is no end date).
 - The Agreement will be effective as of October 1st, 2021; it will not be necessary to wait for the Post-pandemic period.
- ✓ Who can benefit from the Smart Working Agreement?
 - People categorized by the Company as Flex (> 90% entity 70).

Mains Points of the Agreement

- ✓ **Compensations**
 - **Monthly compensation of 45 euros.**
 - **Reimbursement up to 300 euros every 4 years for ergonomic equipment** all the people of Entity 70 as of October'21, also for:
 - For all news hires since joining the Agreement.
 - For people who were not able to apply for the July 2021 reimbursement.
- ✓ **Restaurant Ticket:**
 - **The ticket restaurant will remain with the current conditions for all people who join the Agreement.**
- ✓ **People will have the same Rights recognized as in the Site** and may not be disadvantaged in any of the following points compared to those people who are 100% in the Site:
 - **Salary remuneration**
 - **Job stability**
 - **Working time and Flexibility**
 - **Professional promotion**
 - **Training**
- ✓ **The Agreement contemplates 40% of work at home, an improvement over what the Law dictates.**

✓ Work Life Balance

- o All people are entitled to the benefits contemplated in [the Equality Plan](#).
- o For all people who have situations in which it is necessary to reconcile personal life, measures will be considered in the Equality Plan to facilitate each personal situation.
- o All people who have this need can contact the **Works Council**.

✓ Occupational Risks Prevention

- o The company will carry out the necessary measures at the level of prevention of occupational risks.
- o The HP Prevention Service will conduct the appropriate actions so that the occupational risk assessment is carried out according to the remote workspace.
 - Evaluation of the workspace at the occupational risk prevention and ergonomic level.
 - Validation by the prevention service and, where appropriate, health and safety recommendations.
- o For cases of work accidents and common illness you have the procedure on [pages 2 and 3 of the Special Telework Newsletter](#)
- o If any person has any type of sensitivity that makes it necessary to adapt his/her workspace, the prevention service will adopt the appropriate corrective measures.

FAQ's

Who can join the Smart Working Agreement?

- o People who have been categorized as FLEX by the Company.

Is membership voluntary?

- o YES, adherence to the Agreement is completely voluntary.

Who assigns the Category of your job (Flex / On Site)?

- o The Company has the power to assign the category to the job position as part of the work organization.
- o There is no legal framework that allows works councils to negotiate the category of the job.

What do I have to do to join the Agreement?

- o The Telework Law indicates that people must join on a personal basis by signing an individual Agreement.
- o HR will communicate the process to join to the "Smart Working" Agreement

Can I disengage from the Agreement?

- o YES, the Law and the Agreement contemplate the reversibility
 - On the part of the individuals can revert from the Agreement at any time, with ONE month's notice.
 - On the part of the Company, the Agreement can be reversed if there are organizational, productive or business needs, or voluntary changes from the job position to an On-Site position.

✓ Desk-Mobile situation

Adherence to Smart Working does not imply that you will no longer have a fixed desk.

The organization of the space to be made by the Company is independent from the signing of the Agreement and will apply to all Barcelona Site employees, of any entity, categorized as FLEX.

Given the importance of this change that we were told by the Company's Management, the **Works Council** has requested information and to have meetings to:

- Ensure that all people will have a table.
- Ensure that all tables have the necessary equipment to work.
- Table reservation process.
- Layout by people and departments.
- Others ...

The **Works Council** will be at the disposal of all people so that you can send us your comments and take them into account.

✓ How many work-at-home days does the Smart Working Agreement contemplate?

From the **Works Council** we would like to share the following points. This is an important issue and has been the subject of an important negotiation with the Company's Management these months.

- ✓ The telework is the organization of work at home on a regular basis for a minimum of 30% of the working day
- ✓ **The Agreement contemplates 40% of work at home, an improvement achieved over what the Law dictates.**
- ✓ The Company's Management announced at the time 29%. The **Works Council** has defended a higher % of work from home. 40% has been a limit that the Management has set us; not accepting this 40% represented NOT having an Agreement, losing all the benefits and rights that we have achieved, continuing with the situation we have had since March '20.
- ✓ The final decision to accept the 40% has been difficult, also an act of responsibility towards all the people of the entity 70. We would not have the benefits of the agreement, giving rise to an instability contrary to the situation of these years in which other agreements have been reached and a situation of trust has been created in Entity 70 between the **Works Council** and the Company's Management to attract business.
- ✓ **Those who adhere to the agreement will continue to enjoy the flexibility that we have always had at HP.**

✓ If you DO NOT sign the Agreement, what are the consequences?

- ✓ You are not entitled to any compensation, both the monthly and the reimbursement for ergonomic material.
- ✓ You do not have signed in any agreement that recognizes the same rights that exist in the Site.
- ✓ During the pandemic situation you would continue in the same conditions that we have had since March' 20, also in future situations if necessary due to the pandemic.
- ✓ In the post-pandemic situation, you would not have by Agreement the right to work 40% at home. Working the 5 days on the Site could be given because it is not contemplated in any agreement or in your employment contract to work from home.

News Teleworking Works Council's Web



Guide Teleworking (CCOO)



Works Council's Web



CCOO actions against COVID19



CCOO advice (free)

933 100 000
<https://consulta.ccoo.cat>

✓ Assessment of the Agreement

The policy of the **Works Council** has always been to defend the rights of people and reach agreements that improve the working conditions of all people, this agreement is an example of it.

They have been long negotiations in which we started from very separate positions with an ambiguous Telework Law in some topics and that does NOT oblige the Companies to sign any Agreement. This Agreement, which includes most of the points of the Law, a monthly compensation, recurrent reimbursement and is of immediate application, makes official the rights in your home as in the work center and nobody can alter them.

We have assessed that this Agreement is positive for the people, for Entity 70 and for the Company:

- ✓ **For people:** whoever joins will be entitled to all benefits and compensation from this month; whoever does not sign it will not have any benefits and the rights of the workplace will not be insured in their home.
- ✓ **For Entity 70:** The signing of the Agreement allows us to continue the policy of union stability policy that has achieved these years to sign agreements, attract business and jobs to our entity (we have gone from 470 people to 1,080 since the summer of 2015), avoiding severe impacts of the restructuring in our company (in some cases affected people have been relocated thanks to the AGE employment management agreement).

The security and defense of employment for more than 1,000 people is our reason for being, so from the **Works Council** we have a commitment, everything we do must add value and provide security to all colleagues.

From the Works Council we want to value the advice and help that we have had from the first moment on the part of the State Federation of Industry and the Federation of Industry of Catalonia of CCOO during the whole process. The help of the **CCOO Union** has been vital to achieve this Agreement, as it has been in the rest of the agreements that we have achieved over the years

The **Union and Legal structure of CCOO**, with more than 20,000 delegates throughout Catalonia, is essential for the colleagues who make up the **Works Council** to carry out our work with the maximum guarantees. We thank them for their work, time and commitment to all the people of Entity 70 of Barcelona for many years.



Works Council Entity70

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