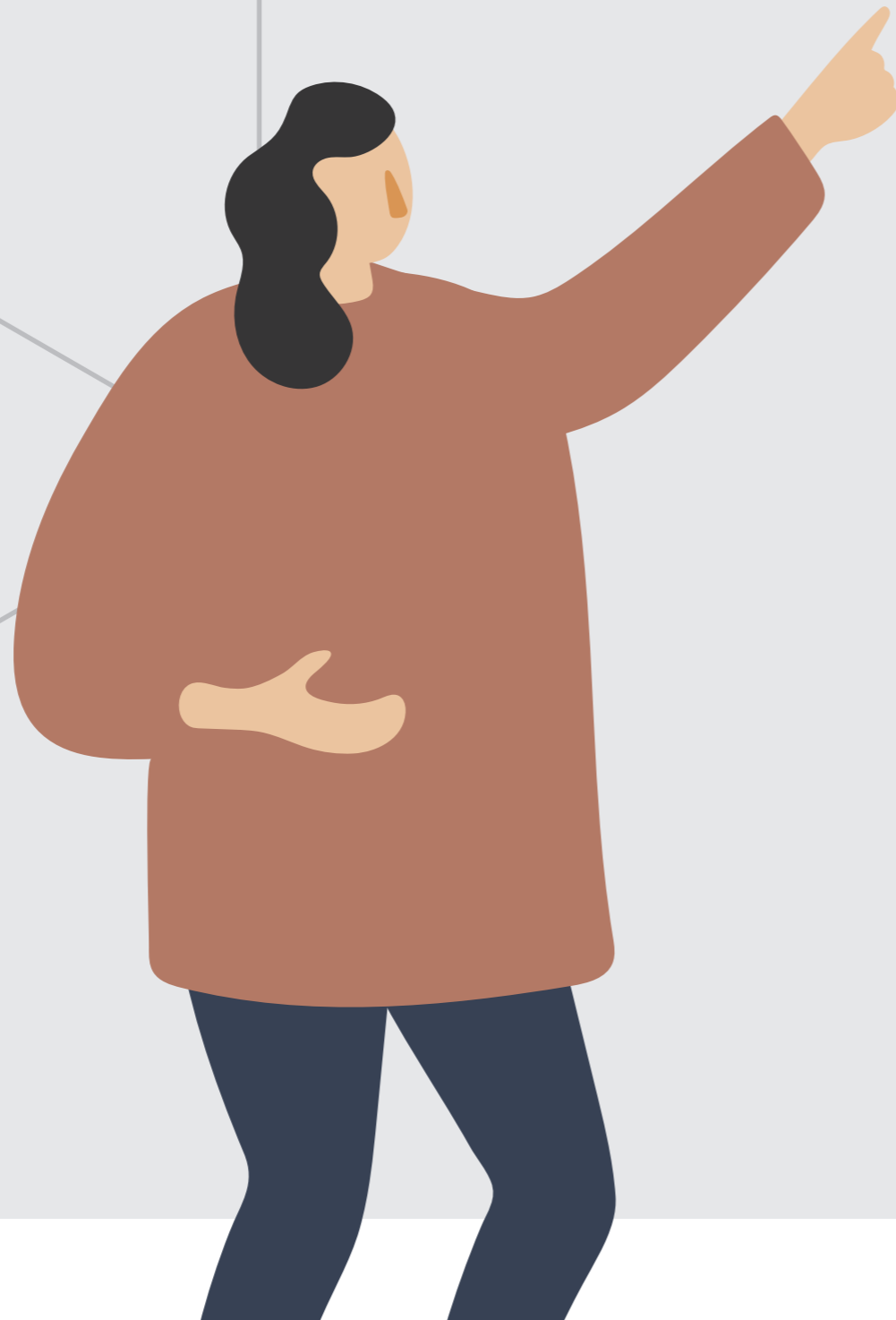




Solita Oy Collective agreement

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To begin with

Solita's first company-level collective agreement was born out of the need to create principles for sustainable working life for our community that are in line with our values. Solita has a caring and passionate work culture, which this collective agreement also reflects.

The collective agreement has been prepared together with Solitans openly and courageously, taking into account the viewpoints of responsibility, inclusivity and learning. Its aim is to clarify the principles of employment relationships and provide clarity that fosters security and strengthens feelings of equality.

The collective agreement covers matters that are essential to work, salaries, travel and absences.

Definitions and provisions

DESCRIPTION	PROVISIONS
<p>1.1</p> <p>Scope of application</p> <p>This Collective Agreement applies to all Solita employees in Finland, with the exception of persons working under an executive employment contract, for example in the Group and country management teams.</p>	<p>The Collective Agreement applies to Solita Oy's employees in an employment relationship.</p> <p>The Agreement does not apply to the companies' management or to individuals who, by virtue of their position, represent the employer in the determination of the terms of employment of employees covered by the agreement.</p>
<p>1.2</p> <p>Industrial peace</p> <p>During the period of validity of this agreement, industrial peace shall be in effect.</p>	<p>All forms of industrial action against this Collective Agreement or any regulation thereof are prohibited during the validity of the Agreement.</p>
<p>1.3</p> <p>Fundamental rights</p> <p>As an employee, you have the freedom to choose whether or not to belong to a trade union.</p>	<p>The right to unionise is inviolable on both sides.</p>
<p>1.4</p> <p>Right to direct work</p> <p>The employer controls and assigns work.</p>	<p>The employer has the right to hire and fire employees and dictate the direction of work.</p>
<p>1.5</p> <p>Duration of the agreement</p> <p>The Collective Agreement is reviewed annually by the Cooperation Committee.</p>	<p>This Collective Agreement is valid until further notice as of 1 August 2023. The Collective Agreement may be terminated by either party with three (3) months' notice. The notice of termination must be communicated in writing to all parties.</p> <p>The Agreement is reviewed annually between the employer and the employees' representatives.</p>

<p>1.6</p> <p>Annexes to the Collective Agreement</p> <p>In addition to the Collective Agreement, we follow internal guidelines on flexitime, remuneration principles and travel. The guidelines are available in Solita's intranet.</p>	<p>This Collective Agreement includes the following annexes:</p> <p>Annex 1 Shop steward and occupational safety representative</p> <p>In addition, the following guidelines in force at the time of signing this Collective Agreement are not part of the Agreement:</p> <ul style="list-style-type: none"> • Flexitime guidelines • Remuneration principles • Travel regulations and principles
<p>1.7</p> <p>Definitions</p> <p>Detailed descriptions of the parties to the Collective Agreement.</p> <p>By general guidelines and principles, we mean, for example, travel regulations and remuneration principles.</p>	<p>Employee</p> <p>In the Collective Agreement, employee refers to a person who is in an employment relationship with the company that is a party to the Collective Agreement and is within the scope of the Collective Agreement.</p> <p>Employer</p> <p>In the Collective Agreement, employer refers to companies that are parties to the Collective Agreement.</p> <p>General guidelines and principles</p> <p>The Agreement refers to Solita's general guidelines and principles, which are not part of this Collective Agreement but are followed at Solita. The general guidelines and principles may change at any time due to changes in legislation, organisational changes, instructions issued by various authorities or changes in practices at the employer's discretion, among other reasons.</p>

An illustration on a light beige background. A large red heart is the central focus, with several white puzzle pieces missing from its surface. Below the heart, two stylized human figures are shown. The figure on the left is a man in a blue jacket, holding a red puzzle piece. The figure on the right is a woman in a dark blue dress, holding a large red puzzle piece. The overall theme is teamwork and building a whole from individual parts.

Employment relationship and being Solitan

Our culture emphasises caring and a high degree of autonomy. This means that everyone at Solita has freedom and responsibility for our work and community as we strive to create value for customers and build a sustainable future. Curiosity drives us to learn new things and share what we have learned with others.

We encourage Solita employees to develop their skills and offer many opportunities for this. As a workplace, we are fair. At Solita, everyone can be exactly who they are.

DESCRIPTION	PROVISIONS
<p>2.1</p> <p>Start of employment</p> <p>Your employment contract will be made in writing before your first day at work. In order for your work to start smoothly, we ensure comprehensive on-boarding to your work and Solita as a company.</p>	<p>The employment contract is made in writing before the start of the employment relationship. The trial period at the start of an employment relationship is up to six (6) months.</p>
<p>2.2</p> <p>End of employment</p> <p>When resigning, check your notice period from the employment contract.</p>	<p>If an employee terminates the employment relationship, the notice period is one month, unless otherwise agreed in the employment contract or in connection with the termination.</p> <p>If the employer terminates the employment relationship, the following notice periods shall apply, unless a longer notice period has been agreed or it is otherwise agreed in connection with the termination:</p> <ul style="list-style-type: none"> • 1 month, if the employment relationship has lasted up to four years • 2 months, if the employment relationship has lasted more than four years but not more than eight years • 4 months, if the employment relationship has lasted more than eight years but not more than 12 years; • 6 months, if the employment relationship has lasted more than 12 years





Salary

At Solita, our experts' salary is tied to the employee's competence, motivation to learn and share their expertise, willingness to take responsibility, previous work experience, current role, as well as how the employee contributes to building the work community and culture.

We monitor general salary trends and hold annual salary discussions with all Solitans. In addition, we offer Solitans a wide range of employee benefits.

DESCRIPTION	PROVISIONS
<p>3.1 Salaries</p>	<p>The employee's salary is determined on the basis of the employment contract and in accordance with the employer's remuneration principles, where the determining factors are the complexity of the duties and personal qualifications or other key factors defined by the company.</p> <p>However, the employee's salary is at least in accordance with the nationally agreed minimum pay scale of the Collective Agreement of the IT Service Sector and the relevant pay level in force at any given time.</p>
<p>3.2 Hourly rate divisor</p> <p>Hourly pay is calculated by dividing the monthly salary by a maximum of 158. The hourly rate divisor is used to convert the monthly salary into hourly wages if necessary, such as when calculating overtime compensation.</p>	<p>The maximum divisor for determining the hourly rates of employees on a monthly salary is 158.</p>
<p>3.3 Trainees and summer interns</p> <p>Trainees are paid at least 85% of the minimum salary for the position in question. Inexperienced summer interns are paid at least 75% of the minimum salary.</p>	<p>Trainees are paid at least 85% of the salary associated with the position in question. Salaries of trainees who do not have the experience required for the job in question but who have an employment contract and whose degree course includes a period or periods of practical training can be negotiated on a case-by-case basis.</p> <p>The total length of the traineeship and the salary for the period follow the industry-specific recommendations, and if there are no recommendations, the total length of the traineeship may not exceed 12 months, taking into account the total duration of all traineeships. However, if the trainee's working hours are less than 18 hours per week, the total duration of the traineeships may be two years.</p> <p>The salary of a summer intern who has no vocational education or work experience in the field is at least 75% of the minimum salary specified for the position.</p> <p>The salary of an apprenticeship worker is at least 85% of the salary of the position in question.</p>

<p>3.4 Salary adjustments</p> <p>A salary discussion is held once a year with each Solitan.</p> <p>We use salary discussions to ensure that every Solitan is taken into account and everyone is given the opportunity to discuss their experiences of remuneration and appreciation personally.</p>	<p>Annual salary adjustments are negotiated and agreed locally. Local agreements on salary adjustments are made in accordance with the provisions of Chapter 7 below with the shop steward or, if a shop steward has not been elected, with a representative elected by the employees. The agreement is made annually by 31 January, and salary increases will take effect on 1 April.</p> <p>The amount and allocation of salary increases are discussed with shop stewards. Factors to be taken into consideration when agreeing on the amount and allocation of increases include, among others</p> <ul style="list-style-type: none"> • strategy and objectives of the company • financial standing of the company • economic outlook and forecasts • labour market situation • salary comparisons • role-specific salary pressures • employee motivation, commitment and satisfaction • employee performance and development • allocation of increases into targeted increases and across-the-board raises. <p>The local agreement on salary adjustments must be approved well in advance before the end of the salary settlement in effect at any given time. The agreement is approved in writing by the parties to the Collective Agreement. The parties to the Collective Agreement also have the opportunity to reject the agreement.</p> <p>Salary is discussed annually with each Solita employee.</p> <p>In connection with the annual salary adjustment, the remuneration of shop stewards and occupational safety and health representatives is also reviewed. The remunerations of shop stewards and occupational safety and health representatives enter into force on 1 January.</p>
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Working hours and travel

In the Collective Agreement, we have agreed on the principles of working hours and travel. Our work occasionally requires travel. Our travel regulations have been prepared as part of our sustainability work.

Solita's CO2 emissions are mostly caused by travel, so the choices we make are also choices in terms of sustainability. The travel regulations are not part of this Collective Agreement.

Regular working hours in daytime work

DESCRIPTION	MÄÄRÄYKSET
<p>4.1</p> <p>Length and scheduling of regular working hours</p> <p>As a rule, your daily working hours are 7.5 hours, five days a week.</p> <p>The maximum length of the working day is 11.5 hours.</p>	<p>Regular working time</p> <p>Employees' regular working hours are up to 7.5 hours per day and 37.5 hours per week.</p>
<p>4.2</p> <p>Midweek public holidays</p> <p>Abnormal working weeks.</p>	<p>The following holidays reduce employees' regular weekly working hours if they fall on a day other than Saturday or Sunday:</p> <ul style="list-style-type: none"> • New Year's Day • Epiphany • Good Friday • Easter Monday • May Day (May 1) • Ascension Day • Midsummer's Eve • Independence Day • Christmas Eve • Christmas Day • Boxing Day
<p>4.3</p> <p>General provisions on the scheduling of working hours</p> <p>It is important that you take breaks from work and ensure sufficient rest time.</p>	<p>Time off during the week</p> <p>Weekly days off are Saturdays and Sundays. If the work so require, it may be agreed otherwise locally in accordance with the practices agreed in chapter 7.</p> <p>Working week and working day</p> <p>The working week starts on Monday. The working day is the calendar day from midnight to midnight.</p> <p>Breaks</p> <p>Employees are entitled to a lunch break that is not included as part of their regular daily working hours.</p> <p>The break included in working hours is twice a day at the most suitable time for working.</p>

<p>4.4</p> <p>Flexitime</p> <p>At Solita we have flexible working hours. In the flexitime system, you have the opportunity, within agreed limits and taking into account work obligations, to allocate working hours in a way that supports your wellbeing and promotes work-life balance.</p> <p>Fixed working hours are from 10:00 to 15:00.</p> <p>Flexitime hours: in the morning from 06:00 to 10:00 in the afternoon and evening from 15:00 to 22:00</p> <p>We follow flexible working hours, which means your balance may vary from +60 to -20 hours.</p> <p>The guidelines in force at the time of signing this Collective Agreement are available internally in our intranet. The guidelines describe the company's practice and are not contractually part of this Collective Agreement.</p>	<p>The employer applies flexitime to daytime work that falls within the scope of application of the Working Hours Act.</p> <p>The maximum and minimum amounts of flexitime balance are +60 and -20 hours. In other respects, the employer's flexitime hours guidelines valid at any given time apply in the company.</p>
<p>4.5</p> <p>Working time bank</p>	<p>The introduction of a working time bank can be agreed locally.</p>

Exceeding regular working time

DESCRIPTION	PROVISIONS
<p>4.6</p> <p>Additional and overtime work and its compensation</p> <p>Additional and overtime work is done rarely and is always agreed separately between the employer and employee.</p>	<p>Additional work</p> <p>Additional work refers to work performed between the agreed regular working hours and the maximum statutory hours at the initiative of the employer and with the employee's consent.</p> <p>Additional work is compensated with an increase of 50% when additional work is performed between the maximum regular working hours referred to in the Collective Agreement (7.5 hours per day and 37.5 hours per week) and the longest statutory regular hours (8 hours per day and 40 hours per week).</p> <p>Compensation for weekly and daily overtime</p> <p>Overtime refers to work performed at the employer's initiative and with the employee's consent that exceeds the maximum regular working hours in the Working Hours Act of 8 hours per day (daily overtime) and 40 hours per week (weekly overtime).</p> <p>Compensation for daily overtime is 50% of the basic hourly salary for the first two (2) hours and 100% for subsequent hours.</p> <p>Compensation for weekly overtime is 50% of the basic hourly salary for the first eight (8) hours and 100% for subsequent hours.</p> <p>Work performed on Sundays and midweek holidays is always agreed separately and paid an overtime compensation as well as Sunday compensation in accordance with the Working Hours Act.</p>
<p>4.7</p> <p>Call-out work</p> <p>As a rule, you most likely always know if you are expected to do call-out work. Call-out work and its practices are always agreed between the employee and employer.</p>	<p>Call-out work is carried out on the basis of a work call issued by the employer and approved by the employee, in which case the employee must come to work outside their regular hours or standby periods.</p> <p>A call-out bonus corresponding to two hours' salary is paid for the work call. If the call to work is issued between 22.00 and 06.00, call-out bonus corresponding to three hours' salary is paid.</p> <p>Call-out bonus is not included in working hours.</p> <p>Call-out work is paid based on hours worked in accordance with the overtime regulations agreed above.</p> <p>If travel is required to carry out the call-out work, the travel time is equated to working time.</p>

<p>4.8</p> <p>Standby time</p> <p>You always know if you are expected to be on standby. Standby time and its practices are always agreed between the employee and employer.</p>	<p>Standby time and its compensation are agreed upon with the employee on standby.</p> <p>The standby compensation is 30% to 50% of the basic hourly salary. The compensation can also be agreed as a fixed amount in euros. When determining the compensation for standby time, the binding and demanding nature of the standby time is taken into account as well as its effects on the employee of possible travel to the work location.</p> <ul style="list-style-type: none"> • Where possible, the standby period is one continuous period and does not count towards the employee's working hours • The standby period resets if the employee is called to work • Standby compensation is always paid for a minimum of four (4) hours.
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Work-related travel

DESCRIPTION	PROVISIONS
<p>4.9</p> <p>General travel regulations</p> <p>If your work requires travel, we follow the company's travel policy.</p>	<p>Employees' obligation to travel</p> <p>All employees have an obligation to travel for work-related purposes as required. Travel arrangements must be made so as to not waste any more time or incur any more expenses than is absolutely necessary to perform the task in question.</p> <p>Start and end of travel</p> <p>A work-related trip and the 24-hour period for which a daily allowance can be claimed begin when the employee leaves the office or home and end when the employee returns to the office or home.</p> <p>Off-site training courses</p> <p>The regulations of this Collective Agreement on the reimbursement of travel expenses also apply to training trips ordered by and agreed with the employer.</p>
<p>4.10</p> <p>Travel time</p> <p>The guidelines in force at the time of signing this Collective Agreement are available internally in our intranet. The guidelines describe the company's practice and are not contractually part of this Collective Agreement.</p>	<p>In other respects, the employer's travel policy valid at any given time is applied in the company.</p>
<p>4.11</p> <p>Reimbursement of travel expenses</p> <p>The guidelines in force at the time of signing this Collective Agreement are available internally in our intranet. The guidelines describe the company's practice and are not contractually part of this Collective Agreement.</p>	<p>Travel expenses</p> <p>The employer agrees to reimburse all reasonable travel expenses, including accommodation, cost of tickets, luggage fees and, in the case of overnight travel, the cost of sleeper tickets. The reimbursement of travel expenses and other travel arrangements must be agreed together in advance as required.</p>

	<p>Per diem</p> <p>The per diem is paid when the work is carried out in a location that is more than 40 kilometres (using the normal route) from either the employee's actual workplace or home, depending on which place the trip is made from. In addition, the location of work must be more than 15 kilometres from both the actual workplace and the home.</p> <p>The per diem is the amount which the Tax Administration confirms annually as tax-exempt.</p> <p>Overnight travel expenses</p> <p>If no arrangements have been made for overnight accommodation in advance, reimbursement of any accommodation costs incurred can be sought from the employer by providing proof as specified by the employer.</p> <p>A tax-exempt overnight allowance is payable for each 24-hour period of travel for which an employee is entitled to a per diem, if the employer has not arranged free accommodation for the employee, reimbursed their accommodation expenses or secured for them a sleeper ticket for overnight travel. However, no overnight allowance is payable if the employee, without cause, refuses to take advantage of accommodation arranged by the employer.</p> <p>The overnight allowance is the amount which the Tax Administration confirms annually as tax-exempt.</p> <p>Compensation for the use of a personal car</p> <p>Employees who have been given permission to use their own car for work-related travel are entitled to a tax-exempt mileage allowance at the rate set each year by the Tax Administration.</p> <p>If an employee is forced to come into the office due to a call-out or overtime work or to leave the office after attending to such work at an hour when there is no public transport, or if the call to work is so urgent that the employee cannot make it to the office in time using public transport, they are entitled to a mileage allowance for the use of their own car or to have their travel expenses reimbursed otherwise.</p> <p>Travel time compensation</p> <p>In other respects, the employer's travel policy valid at any given time is applied in the company.</p>
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Wellbeing, absences and holidays

At Solita, it is important that we are well and work sustainably. We offer Solitans several services for maintaining health and wellbeing and competence development as well as a comprehensive range of benefits and free-time activities. There are numerous hobby clubs at Solita.

We understand that circumstances in life may change and as an employer, we strive to offer flexibility. As a special mention, we have agreed in this Collective Agreement to treat adoptive parenthood on the same level as other family leave.

5.1 Annual leave and holiday bonus

DESCRIPTION	PROVISIONS
<p>5.1.1 Earning and taking annual holiday</p> <p>Your annual holiday accrues in accordance with the law.</p>	<p>Employees' annual holidays are based on the Finnish Annual Holidays Act (162/2005, as amended).</p>
<p>5.1.2 Additional leave for new employees</p> <p>If you are a new employee, you are entitled to five (5) days of additional paid leave. In addition, you can take unpaid leave until you reach your full holiday quota, because at Solita, it is important to us that all our employees have a possibility to take leave.</p>	<p>A new employee hired on an open-ended employment relationship is entitled to five (5) weeks of leave until full holiday quota is reached as follows:</p> <ul style="list-style-type: none"> • the right to annual holiday under the Annual Holidays Act • a one-time paid leave of 5 days for new employees • unpaid leave for a new employee that does not reduce holiday quota <p>At the end of the employment relationship, unused paid leave is not paid to the employee. It is not possible to agree on additional paid leave to be taken during the notice period.</p>
<p>5.1.3 Holiday bonus</p> <p>Half of your annual holiday pay is paid in the form of a holiday bonus.</p> <p>You can check the current policy for the payment of holiday bonus in our intranet.</p>	<p>Amount and payment of holiday bonuses in connection with annual holiday pay</p> <p>The employee is paid 50% of the salary of their statutory annual holiday in the form of a holiday bonus according to a payment schedule agreed separately in the company, regardless of the time when the holiday is taken.</p> <p>Holiday bonus at the end of employment</p> <p>In order to receive their holiday bonus, the employee must take their annual holiday at the specified or agreed time. At the end of the employment relationship, any holiday bonus previously paid is recovered to the extent that the holiday has not been taken.</p> <p>If the employee is terminated through no fault of their own during the holiday season, their holiday bonus is calculated based on the payment in lieu of any unused holiday to which they are entitled on the basis of the most recently ended holiday credit year.</p> <p>Retirement</p> <p>Retiring employees are paid a holiday bonus based on their annual holiday pay and any payment in lieu of unused holiday.</p>

	<p>Conscription and non-military service</p> <p>Employees who are called up for military or non-military service are paid their holiday bonus after they return to work, if the payment period of the holiday bonus falls on the period of absence.</p> <p>Study leave</p> <p>An employee who is on study leave during the holiday bonus payment period is paid the holiday bonus after the leave in the next salary payment, unless otherwise agreed with the employee.</p> <p>Death of the employee</p> <p>In the event of an employee's death, the employee is paid a holiday bonus from the employee's annual holiday pay and holiday bonus.</p> <p>Agreeing on the non-payment of holiday bonuses</p> <p>If the shop steward and the employer agree that the grounds under chapter 7, section 3 of the Finnish Employment Contracts Act apply due to the employer's financial situation, the payment of some or all holiday bonuses can be waived locally.</p> <p>The waiver can only cover one holiday year at a time. If a decision is made to waive holiday bonuses, the employer must provide an explanation as to how it intends to use the funds saved in this manner.</p>
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5.2 Incapacity for work and sick pay

DESCRIPTION	PROVISIONS
<p>5.2.1 Sick pay</p> <p>Sick pay is paid for short sick leaves. The company's policy is that you can be absent for four days without a sick leave certificate unless otherwise requested.</p> <p>Absences must be reported as instructed.</p> <p>Sick pay is also paid for periods when you are unable to work due to infertility treatment or gender reassignment treatment.</p>	<p>Employees are entitled to sick pay for periods of absence due to an illness or injury, infertility treatment or gender reassignment treatment that prevents them from working, provided that the employee has not caused the incapacity for work through their own deliberate actions or gross negligence.</p> <p>Employees have a duty to promptly notify the employer if they are unfit for work and, where possible, of the length of their sickness absence. The employer has a right to ask employees to produce a doctor's note or other proof of their incapacity for work.</p> <p>Employees are entitled to their normal pay for each period of incapacity for work as follows:</p> <ul style="list-style-type: none"> • less than 3 years, four weeks of sick pay • at least 3 years but less than 5 years, five weeks of sick pay • at least 5 years but less than 10 years, six weeks of sick pay • at least 10 years, eight weeks of sick pay
<p>5.2.2 If the same illness recurs after a short period of time, sickness absences can be counted together.</p>	<p>Recurring medical conditions</p> <p>If an employee falls ill with the same condition for which they were most recently paid a sickness allowance within 30 days, the period for which the employer is obligated to pay the employee's salary is calculated as if only one period of sickness absence had occurred. The employee is nevertheless also entitled to their salary for the waiting period referred to in chapter 8, section 7, subsection 2 of the Finnish Health Insurance Act in these cases.</p>
<p>5.2.3 The employer applies for reimbursements from Kela for as long as the paid sick leave lasts.</p> <p>The employee also has the option to take partial sick leave.</p>	<p>Salary payments during sick leave and deductions from sick pay</p> <p>The employer pays the employee's salary normally and claims the sickness allowance to which the employee is entitled under the Health Insurance Act for itself.</p> <p>If the employee is deemed to be ineligible for some or all of their sickness allowance under the Health Insurance Act due to their own actions, the amount that the employer is obligated to pay is reduced accordingly.</p> <p>Any daily allowances or other compensation that are paid for the same illness and for the same period of absence out of a statutory insurance policy that the employer pays for in full or in part, or a sickness insurance fund to which the employer contributes, are deducted from the employee's sick pay.</p>

	<p>In the case of partial sick leave, the employer pays the employee's salary under the same grounds as mentioned above in section 5.2.1 and claims the sickness allowance to which the employee is entitled under the Health Insurance Act for itself. After the obligation to pay a salary has ended, the employer pays the employee a salary in accordance with part-time work. If the obligation to pay a salary has ended and the employee falls ill again in accordance with section 5.2.2, the employer is not liable to pay a salary for the continuation of this illness.</p>
<p>5.3 Conditions for the payment of salaries and reimbursement of travel expenses</p> <p>If you suddenly fall ill, you can, as a rule, undergo a medical examination during working hours and receive a salary for this period.</p>	<p>I General conditions for the payment of salaries</p> <p>No deductions are made from employees' regular salary for absences that are due to the kinds of medical examinations and tests referred to in points 1 to 4 of section II if</p> <ul style="list-style-type: none"> • attending the examination or test outside of working hours was not possible, • every effort was made to minimise the period of absence from work, • the employer was notified of the absence in advance, and • the examination or test satisfies the criteria specified below. <p>II Special conditions for the payment of salaries</p> <p>1. Non-statutory medical examinations</p> <p>No deductions are made from employees' regular salary for absences where</p> <ul style="list-style-type: none"> • the employee undergoes a medical examination or laboratory tests or X-ray examinations ordered by a doctor that are necessary in order to diagnose an illness • the employee is unable for work due to a medical examination performed by a doctor, or • the employee is admitted to a hospital for observation or further examination due to symptoms of an illness. • the employee visits a doctor or examination related to infertility treatment on their own or with their partner • the employee attends a health care appointment related to a gender reassignment process <p>2. In the case of employees who have a previously diagnosed medical condition, no deductions from salary are made</p> <ul style="list-style-type: none"> • if the employee needs to attend a medical examination due to a significant worsening of their symptoms • if the employee has a chronic illness that requires them to attend a medical examination by a specialist in order to determine the correct course of treatment

	<ul style="list-style-type: none"> if the employee needs to attend a medical examination by a specialist in order to determine the correct course of treatment, which results in the employee's being prescribed a medical aid (such as spectacles), if the employee attends some other medical examination related to the determination of the correct course of treatment for their previously diagnosed medical condition, provided that there were no appointments available outside of working hours, or if the employee has cancer and is unfit for work after undergoing cancer treatment. <p>3. No deductions are made from employees' regular salary for absences that are due to urgent dental treatment if</p> <ul style="list-style-type: none"> the dental issue causes them to be unfit for work, the dental issue requires treatment on the same day or shift, and a certificate issued by the dentist proves the employee's incapacity for work and the urgency of the treatment. <p>4. Pregnancy</p> <ul style="list-style-type: none"> When a pregnant employee undergoes prenatal medical examinations When the employee participates in a prenatal ultrasound scan with their pregnant partner When the employee attends the labour of their partner, no more than one working day <p>5. Statutory medical examinations and tests</p> <p>No deductions are made from employees' salary for absences that are due to their attending</p> <ul style="list-style-type: none"> medical examinations within the meaning of the Finnish Government's decision on statutory occupational health care that are part of the approved occupational health care action plan, medical examinations within the meaning of the Finnish Act on the Protection of Young Workers, or medical examinations that are required under the Finnish Health Care Act and that the employer orders the employee to attend.
<p>5.4</p> <p>Travel expenses and per diem</p> <p>Travel expenses are reimbursed only for statutory examinations and tests.</p>	<p>For examinations and tests referred to in section 5.3 "Statutory medical examinations and tests", the employer pays the necessary travel costs to such examinations or follow-up examinations, as well as a per diem if the examinations or tests are carried out in another locality. Employees who attend medical examinations outside of their working hours are entitled to a sum equal to the minimum per diem within the meaning of the Health Insurance Act towards any additional expenses incurred.</p>

Pregnancy and parental leave pay

DESCRIPTION	PROVISIONS
<p>5.5</p> <p>Pregnancy leave pay</p> <p>The birthing parent is paid a salary during pregnancy leave.</p>	<p>The birthing parent is paid a salary for a total of 40 weekdays during pregnancy leave, provided that the employment relationship has lasted without interruption for at least five months before the expected due date.</p> <p>Pregnancy leave begins 30 weekdays before the child's expected due date.</p> <p>Adoptive parent's adoption leave</p> <p>The adoptive parent is paid a full salary, including employee benefits, for a total of 40 weekdays, provided that the employment relationship has lasted without interruption for at least five months before the estimated date of taking the adopted child into care.</p> <p>Adoption leave may begin no earlier than 40 weekdays before the estimated date of taking the adopted child into care, according to the employee's notification. If paid adoption leave is not used by the date of adoption of the adopted child, the paid parental leave is extended accordingly.</p>
<p>5.6</p> <p>Parental leave pay</p> <p>The birthing parent and the child's other parent are paid a salary for the same length of parental leave.</p> <p>It makes no difference whether the parent is the child's biological or adoptive parent or the primary or secondary parent.</p> <p>In addition, a person who is granted parental leave and is involved in the child's care, is paid the same length of parental leave as a biological or adoptive parent.</p> <p>In addition to the other parent, the child's parent may transfer parental leave days to a partner, the other parent's partner or the child's guardian.</p>	<p>Salary for the period of parental leave is paid for a total of 36 weekdays:</p> <ul style="list-style-type: none"> for the birthing parent for the non-birthing parent for another person involved in the child's care who has been granted parental leave, <p>provided that the employment relationship has lasted without interruption for at least five (5) months before the expected due date.</p> <p>Paid parental leave can be divided into a maximum of two parts.</p> <p>A non-birthing parent refers to a parent referred to in Chapter 9, Section 5, subsections 1-3 of the Health Insurance Act, who does not give birth to a child and who is the child's guardian or who has acknowledged parenthood of the child or adopted a child other than the child of their spouse.</p> <p>An adoptive parent's entitlement to pay applies to a child who has not reached the age of seven (7). The requirement of uninterrupted employment required for the parental leave pay is calculated from the date when the adopted child is taken into care and, in the case of adoption within the family, before the date of confirmation as a parent.</p> <p>A requirement for the payment of salary is that the employee is entitled to pregnancy or parental allowance under the Health Insurance Act.</p>

<p>5.7</p> <p>Employer's right to claim per diem and deductions</p>	<p>For the period during which the employer has paid the employee pregnancy or parental leave pay as specified above, the employer is entitled to claim the per diem or equivalent compensation received by the employee on the basis of the law or an agreement, or receive the amount from the employee, but not more than the amount it has paid the employee.</p>
<p>5.8</p> <p>Scope of application</p>	<p>The provision on family leave applies to family leaves where the child's due date is 1 August 2023 or later. Family leave to which the above condition does not apply are subject to Solita's most recent applicable collective agreement for the IT services sector (expired 30 November 2022) and the company's internal guidelines on family leave.</p>

Child's illness and other absences

DESCRIPTION	PROVISIONS
<p>5.9</p> <p>Absences due to a child's illness</p> <p>In accordance with Solita's practice, the employee can be absent from work in order to care for any sick child living in the same household as the employee.</p> <p>Alternatively, in accordance with the company's practice, you can use our partner's services to arrange care for the sick child in localities where Solita's offices are located.</p>	<p>Child's illness</p> <p>In the event of a sudden illness of a child under the age of 10 or a disabled child under the age of 18, provided that the child is the employee's or lives in the same household, the employee is entitled to their normal salary according to the regulations concerning paid sick leave for any periods that they take off work in order to care for the child or to arrange care for the child up to four (4) working days.</p> <p>The employer must be provided proof of the child's illness similar to that required for the employee's own illness. In addition, if the employer so requests, the employer must provide proof that the other guardian does not have the option to care for the child.</p> <p>No deductions are made from employees' annual holiday allowances based on the aforementioned kinds of absences.</p>
<p>5.10</p> <p>Special occasions and moving house</p>	<p>Employees are entitled to one day of paid leave for their wedding if their wedding day falls on a working day.</p> <p>Employees are entitled to one day of paid leave upon their 50th birthday and for each subsequent round-number birthday. The time of leave will be agreed separately, but it must be provided within one month of the birthday.</p> <p>Employees are entitled to a paid day off on the day of moving house, but no more than once during a 12-month period.</p>
<p>5.11</p> <p>Absence due to unforeseeable and compelling reasons</p>	<p>Where possible, the employee is arranged a maximum of two (2) days of paid leave if their immediate presence is necessary due to an unforeseeable and compelling reason arising from an illness or accident affecting a next of kin. However, the employee is entitled to such paid leave no more than once in any 12-month period.</p> <p>The employee must provide the employer with reliable proof of the reason for the absence.</p> <p>Next of kin refers to your partner and your and your partner's parents, grandparents, children, grandchildren and siblings.</p>
<p>5.12</p> <p>Bereavement and funerals</p>	<p>The employer will endeavour to allow a short period of paid leave from work (1 to 3 days) for employees to mourn the loss of a close relative and to arrange the funeral. No deductions are made from employees' annual holiday allowances based on the above kinds of absences.</p> <p>Next of kin refers to your partner and your and your partner's parents, grandparents, children, grandchildren and siblings.</p>

5.13

Positions of trust**Public positions of trust**

Employees who attend meetings of a municipal council or government or an election committee or electoral commission associated with statutory elections during working hours are paid the difference between their regular salary and any compensation for loss of earnings paid by the organiser of the meeting. No deductions are made from employees' annual holiday allowances based on their attending these kinds of meetings during their working hours.

Meetings of trade union governing bodies

The employee's salary and annual holiday benefits are not deducted if the employee participates as an elected representative in a union, representative council or annual congress of Akava, YTN or its national member organisations or Tietoalari, or in meetings of the boards of said organisations or committees appointed by them.

5.14

Conscription, refresher exercises and supplementary service

Employees who are liable for military service incur no loss of earnings in the event that they are called up to serve.

Employees who are part of the military reserve and who are ordered to attend a rehearsal training exercise or supplementary non-military service are paid the difference between their regular salary and the reservist or supplementary service salary for the days that they attend the training.

The employee must provide the employer with proof of the compensation received for the period of absence.

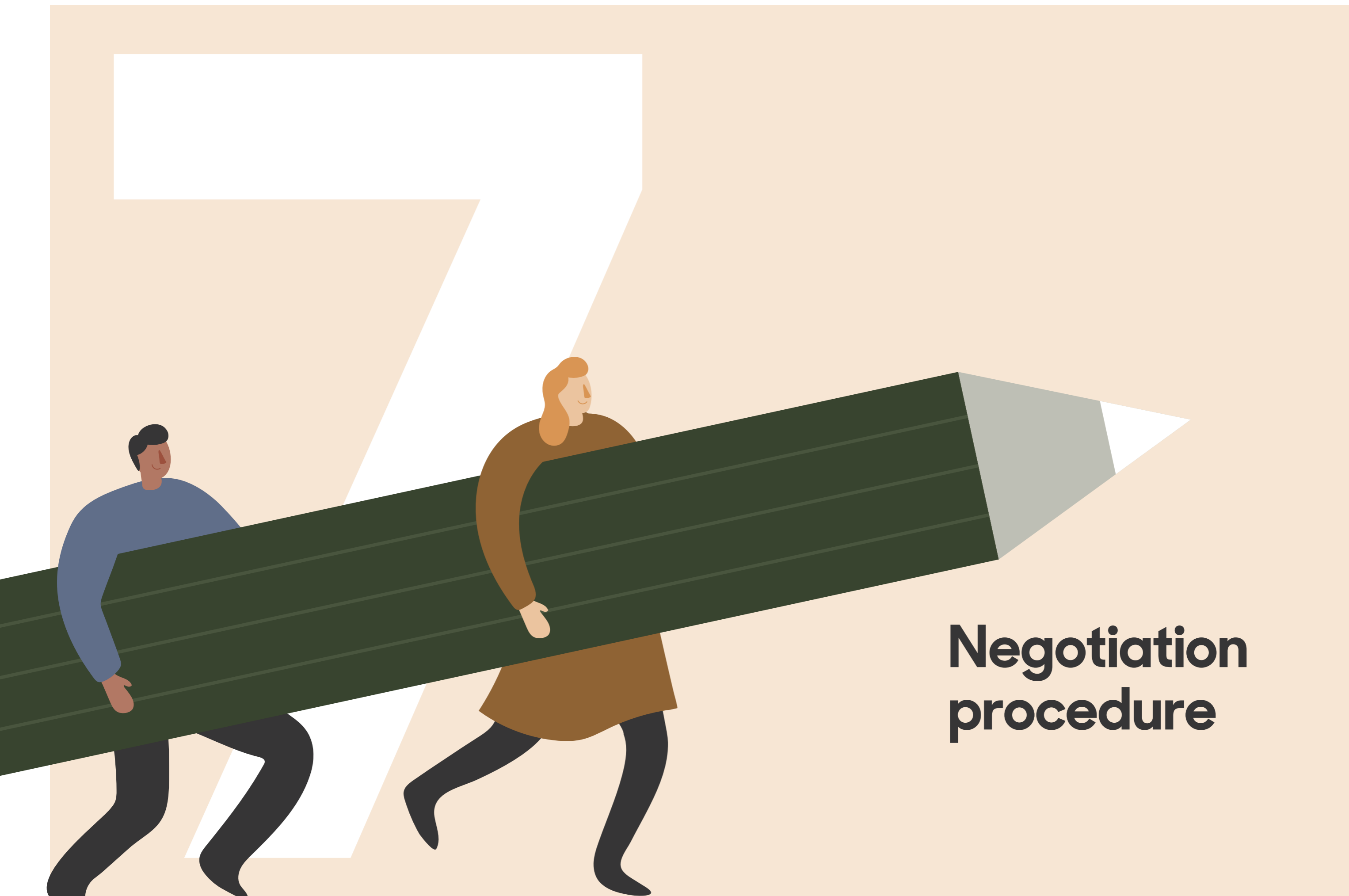




Professional development

We support the growth and competence development of Solitans in many ways. The majority of learning takes place in our daily work. We learn in customer work by working in pairs or as a team. We also encourage employees to try out different tasks, responsibilities and roles.

Solita Growth Academy offers training and learning content related to consulting and technology skills, self-leadership and cooperation, among other themes. Any Solitan can share their expertise through Growth Academy. In addition, we arrange peer groups, competence communities and mentoring programs. Sense of community, learning together and supporting each other are important values for us.



Negotiation procedure

Local agreement

DESCRIPTION	PROVISIONS
<p>7.1</p> <p>Local agreements within the meaning of the Collective Agreement</p>	<p>Local agreements can be made to deviate from the regulations of this Collective Agreement pursuant to section 7 insofar as is specifically stated in the agreement. Locally agreed deviations constitute a 'local agreement'.</p> <ul style="list-style-type: none"> • 3.4 Pay adjustments • 4.2 Time off during the week • 4.5 Working time bank • 4.7 Compensation for call-out work • 4.8 Standby time • 5.1.3 Agreeing on the non-payment of holiday bonuses • Annex 1 - Shop steward and occupational safety representative: as specified in the annex <p>Parties to local agreements</p> <p>Local agreements can be made between the employer and/or its representative and the shop steward. If no shop steward has been elected, employees have the right to elect a representative from among themselves to negotiate the local agreement. The elections or other selection procedure must be organised in such a way that all employees covered by the collective agreement have the opportunity to participate in the election of the representative. More information about elections is given in Annex 1.</p> <p>Shop steward = A representative elected by the employees who is an employee of Solita Oy who falls within the scope of application of the collective agreement and is a member of the signatory employee organisations or their member organisations and familiar with the conditions at the workplace.</p> <p>Representative = Any employee selected by the employees and employed by Solita Oy who falls within the scope of the collective agreement.</p> <p>Form and validity of local agreements</p> <p>Local agreements must be made in writing. Local agreements must specify to whom they apply, which regulations of the Collective Agreement they cover and what is agreed.</p> <p>Local agreements can be made to be in force for a fixed period of time or indefinitely. Unless a shorter notice period has been agreed, the notice period for terminating an open-ended local agreement is three (3) months. However, if the agreement sets out an arrangement that covers a certain period of time, the arrangement continues until the end of that period.</p> <p>Disputes arising from local agreements</p> <p>Disputes concerning the interpretation of local agreements are settled similarly to disputes concerning the Collective Agreement.</p>

7.2

Settlement of disputes

Negotiation procedure

Disputes concerning the application or interpretation or violations of the Collective Agreement shall be resolved according to the negotiation procedure described below.

Local negotiation procedure

Any disputes that may arise are to be primarily resolved locally through negotiation.

- Employees must promptly reach out to the project manager or supervisor in the event of any issues relating to their work or any technical aspects of the same.
- Any disputes over pay and other terms of employment are to be settled locally between the employer or their representative and either the shop steward or the employee in question.
- Any disputes concerning the interpretation of the Collective Agreement are to be settled locally between the employer or their representative and the shop steward, if one has been elected.

Local negotiations should be initiated and conducted without undue delay. Negotiations must begin no later than one (1) week after a proposal has been made.

The negotiations must be documented if either party requests a written record of what has been discussed. Two (2) copies of the record must be drawn up and signed in these cases, one (1) for each party. If the parties disagree on the outcome of the negotiations and a record of disagreement is drawn up, there is no need to document the negotiation process itself.

Negotiations between the parties to the Collective Agreement and the Labour Court of Finland

If a dispute cannot be settled locally, either of the local parties can ask for the matter to be referred to the parties to the Collective Agreement.

In such cases, the local parties must promptly draw up a joint record of disagreement, detailing the main points of the dispute and both parties' reasons for their position. The record must be signed by the employer and the shop steward or, Two (2) copies of the record of disagreement must be drawn up. The record is then sent to the parties to the Collective Agreement.

If one of the local parties fails to facilitate the drawing up of a joint record of disagreement, the other party can refer the matter to the parties to the Collective Agreement unilaterally.

Disputes concerning the Collective Agreement that the parties to the Agreement fail to settle through negotiation can be referred to the Labour Court of Finland.

Party to the Collective Agreement = the signatories of this agreement.

Annex 1 – Shop steward and occupational safety representative

1 Scope of application

This agreement applies to Solita Oy and its employees.

2 Shop steward

- For the purposes of this Agreement, 'shop steward' means a union representative within the meaning of the law who is elected by the employees pursuant to the terms of the Collective Agreement.
- The shop steward must be an employee of the company, subject to the regulations of the Collective Agreement and a member of one of the trade unions that have signed the Collective Agreement or a member organisation of the same, and familiar with the conditions of the workplace.
- Shop stewards are elected by employees of the company and who fall within the scope of the collective agreement.
- A deputy shop steward can also be elected to stand in for the regular shop steward as required and who, while standing in for the regular shop steward, has the same rights and responsibilities as the regular shop steward.
- Employees can elect one or several shop stewards. Before the election, the matter is discussed with the employer's representative. However, when more than one shop steward is elected, only one deputy shop steward can be elected.
- Shop stewards are elected at the company level. The shop stewards agree on the division of responsibilities between divisions or regions. Divisions refer to parts of Solita's organisation or other unit decided by the employer.
- If the company has several shop stewards, a chief shop steward can be elected.
- Shop stewards have been elected on the basis of the above, the principles by which information is shared between shop stewards are agreed between the employer and the shop stewards. However, the chief shop steward has the right to access all information.
- In the event of a substantial reduction or expansion of the size of a company or an

individual unit, or another major change such as a divestiture, merger or incorporation, the shop steward organisation will be restructured to reflect the changed circumstances pursuant to the principles of this Agreement. In such circumstances, it is up to the employer and the shop steward together to review the shop steward's role in the restructured organisation. The shop steward retains their position in the event of a sale of business if the sold business or any part of the business remains independent.

3 Election of shop stewards

- The election of shop stewards can be carried out at the workplace, in which case all employees covered by the Collective Agreement must be given the opportunity to participate in the election. The organisation and conduct of the election may not interfere with work. The time and location of elections organised at the workplace shall be agreed with the employer no later than 14 days before conducting the election. The election can also be held electronically. The election is mainly carried out by the shop steward or, in their absence, by a possible deputy shop steward. The time necessary for these persons to spend on conducting the election is counted as time spent on the duties of a shop steward.
- The employees responsible for organising the election shall notify the signatory employee organisations and the employer of the election once the planning of the election begins, but no later than 14 days before the election.
- The shop steward and possible deputy shop steward are granted the position of shop steward or deputy shop steward referred to in this agreement when the election committee or the organisation that is a party to the collective agreement has notified the company's HR administration in writing of the names of the elected individuals. The resignation of shop stewards and deputy shop stewards must be communicated to HR in writing.

4 Cooperation and goal discussion

- The goals and effectiveness of the negotiation system shall be discussed regularly in the workplace by the employer and shop stewards. In these discussions, feedback shall be provided by both sides, which shall serve as the basis for efforts to further improve the co-operation.
- The shop steward and occupational safety and health representative participate in discussion meetings organised at least four times a year, as defined in the Act on Co-operation within Undertakings.
- Moreover, the parties deliberate together on the goals set for the negotiation system and how the development of cooperation is monitored. Furthermore, the times of submitting information to the shop steward under the provisions of section 7 are reviewed, as well as the need for training related to shop stewards' duties and the schedules and goals of such training.

5 Employment relationship of shop stewards

- During the position of shop steward, the shop steward's employment relationship remains unchanged.
- The shop steward's opportunities to develop and advance in their occupation may not be hindered because of their position as a shop steward. The earnings development of shop stewards and chief shop stewards must correspond to the company's general earnings development. The provisions on the protection of employment shall apply to an employee who has served as a chief shop steward or shop steward within the enterprise for six months following the termination of the shop steward duties (post-protection). During the period of post-protection, shop stewards are provided with further or supplementary training in addition to their work to enable the shop steward to return to their previous duties or duties of similar competence requirements.
- A shop steward may not be assigned to duties that are lower paid than those which he or she was assigned to at the time of being elected while performing the duties as a shop steward

or as a result of these duties. Nor may a shop steward be demoted if the employer is able to offer him or her other duties that correspond to their professional skills. A shop steward may not be dismissed on account of the position of trust.

- If the enterprise's labour force is reduced or laid off for financial or production-related reasons, this must be done in an order that makes the shop steward the last employee subject to such measures. Deviation from this provision is permitted if the shop steward cannot be offered work corresponding to their profession or qualifications. If a shop steward considers that they have been dismissed or laid off in violation of the above provisions, he or she is entitled to demand that the matter be resolved between the organisations.
- A shop steward's contract of employment cannot be terminated for a reason attributable to the shop steward without the consent of the majority of employees required by Chapter 7, Section 10(1) of the Employment Contracts Act. Such consent shall be investigated by the organisations that signed the collective agreement.
- The employment contract of a shop steward may not be cancelled by virtue of Chapter 8, Section 1(1) of the Employment Contracts Act on the grounds that he or she has violated the regulations of Chapter 3, Section 1 of the Employment Contracts Act.
- In assessing the grounds for cancellation of a shop steward's contract of employment, the shop steward must not be placed in a disadvantageous position when compared with other employees.
- The above provisions on the protection of employment also apply to a shop steward candidate, whose name the local branch or a signatory trade union has provided to the employer in writing (protection of the candidate). Such protection begins, at the earliest, two months prior to the start of the term of office of the shop steward to be elected and ends for candidates other than the elected shop steward after the result of the election is declared.
- The provisions on the protection of employment shall apply to an employee who has served as

a chief shop steward or shop steward for six months following the termination of the shop steward duties (post-protection).

10. The shop steward is notified of the termination of their employment at least one month before the start of the notice period specified in the collective agreement. The reason for dismissal is stated in the notice of termination given to the shop steward. In such a situation, the employer notifies the shop steward organisation or, in the absence thereof, the signatory employee organisations of the termination of the shop steward's employment.
11. If a shop steward's employment contract has been terminated in violation of this agreement, the employer must pay the shop steward at least six months and at most 30 months' salary as compensation. The compensation must be determined on the same basis as stated in Chapter 12, Section 2 of the Employment Contracts Act. The fact that the shop steward's rights under this agreement have been violated must be taken into consideration as a factor increasing the compensation. If a court of law considers preconditions for the continuation of employment or reinstatement of a terminated employment relationship to exist but, despite this, employment is not continued, this must be taken into consideration as a particularly weighty factor in determining the amount of compensation.
12. If the dispute concerns the termination of the employment of a shop steward as referred to in this agreement, local negotiations and negotiations between the signatories to the collective agreement must be launched and undertaken immediately after the grounds of the termination have been disputed.
13. A shop steward may not be pressured or dismissed on account of the position of trust.
14. The provisions on the shop steward's employment security also apply to deputy shop stewards.

6 Duties of a shop steward

The main duty of a shop steward is to act as the representative of employees bound by the collective agreement.

- in questions concerning the interpretation or application of the collective agreement, when they collectively concern all or part of the employees covered by the collective agreement
- in local negotiations in accordance with this collective agreement and collective bargaining
- in matters defined in the Act on Co-operation within Undertakings

The shop steward is tasked with maintaining and developing negotiation and cooperation between the company and the personnel together with the employer.

Shop stewards represent and assist employees in matters related to their employment relationship.

7 Shop steward's right to receive information

1. In the event of any lack of clarity or disagreement about employees' salaries or other matters related to employment, the shop steward must be provided with all information pertaining to the resolution of the issue subject to disagreement.
2. The employer provides the shop steward, in writing or in another way to be agreed, the following information on the company's employees:
 - a. To be provided once a year:
 - List of employees (first and last name, task category, competence classification, start date of employment)
 - The average salary of each task category and competence classification, if task category and competence classification have at least five persons
 - b. To be provided four times a year
 - The number of the enterprise's full- and part-time employees. This also applies

Application instructions

- If the workplace uses a pay scheme other than the task category system provided for in the collective agreement, the shop steward must be provided the corresponding information

to staff separately called to work or other temporary staff who have worked during the half-year period

- The name, task category, competence classification, and employment start date of new employees
 - Information on dismissed or laid off employees
 - Agreed durations of fixed-term employment contracts
3. The shop steward shall be informed on request of the information that is gathered at the point of recruitment.
 4. The shop steward is informed of warnings issued to employees, unless the employee has expressly prohibited this.
 5. Shop stewards have the right to examine the list of call-out and Sunday work, overtime and increased pay paid for these.
 6. Shop stewards must keep the above information received for the performance of their duties confidential.

8 Hours used for shop steward duties

Shop stewards have a right to spend a reasonable portion of their hours to attend to their duties as shop stewards. On average, the duties amount to about 30% of hours. The exemption from work can be agreed in more detail according to the needs of the workplace.

If the shop steward is responsible for several business locations within a regionally decentralised company, special attention shall be paid to the amount of exemption for the shop steward so as to facilitate the appropriate management of the shop steward's duties.

9 Remuneration of shop stewards and compensation for loss of earnings

1. Shop stewards are paid a monthly compensation based on the number of employees. The amount of compensation of shop steward positions is agreed in connection with the local salary settlement. However, the compensation is always at least in accordance

with the Collective Agreement for the IT Service Sector.

2. Shop steward compensation is also paid to shop stewards for periods of annual holiday. If a shop steward is prevented from performing their duties due to a long-term illness or absence, the shop steward compensation is paid to the deputy shop steward if separately agreed.
3. Shop stewards must ensure that the company's HR administration and payroll administration are notified promptly of any periods during which a deputy is standing in and for which the compensation should be paid to the deputy. The details of the procedure can be agreed locally.
4. Shop steward compensation is not paid simultaneously to shop stewards and deputy shop stewards, even if it becomes necessary for the deputy to take on the shop steward's duties.
5. When shop stewards perform shop steward duties during working hours, they are paid their salary for regular hours. The application of possible variable pay components for shop stewards is agreed locally. If a shop steward performs duties agreed with the employer outside of their regular working hours, they are entitled to overtime pay for their time or some other form of locally agreed additional compensation.
6. If necessary, the parties to the collective agreement may agree on the grounds and amount of compensation.
7. If a shop steward is required to travel in order to perform duties requested by and agreed with the employer, they are entitled to have their travel expenses reimbursed pursuant to the company's travel policy.

10 Shop steward's storage and office space

1. If necessary, the shop steward is provided with an appropriate space for storing
2. supplies and documents required for their duties. Where possible, a suitable space shall be designated for necessary discussions required by shop steward duties.
3. Shop stewards have the right to use the

regular office and communication equipment commonly available at the workplace in a mutually agreed manner.

4. If shop stewards work remotely, they must ensure the confidentiality and appropriate storage of information obtained in the course of their duties also when working remotely.

11 Training of shop stewards

1. The unions consider it desirable that shop stewards be given the opportunity to participate in training as far as possible as this is likely to increase their competence in the performance of shop steward duties.
2. An employer cannot prevent shop stewards from attending training referred to in section 11(1) without a justified reason.

12 Occupational safety and health representative

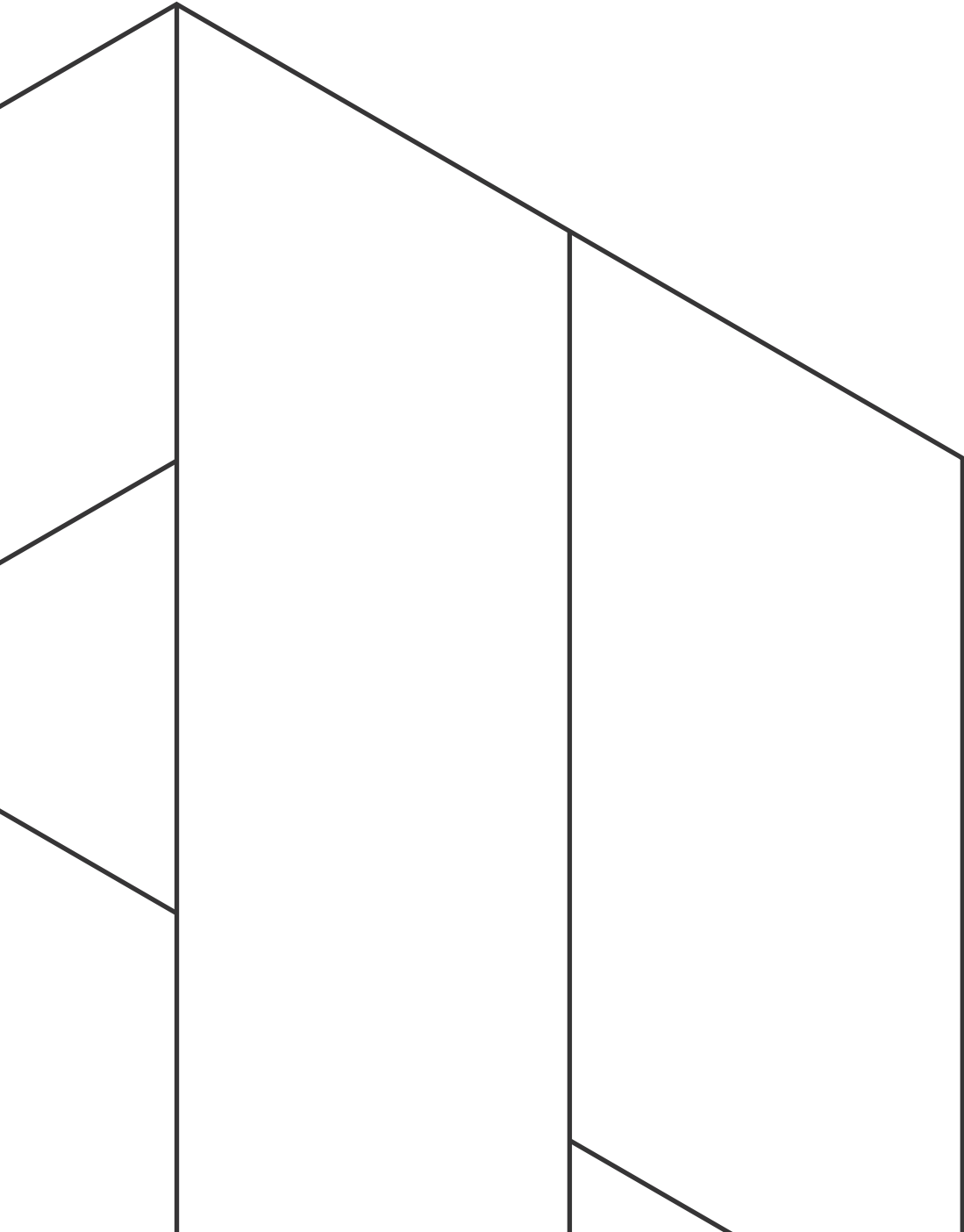
1. Solita's occupational safety and health organisation consists of an occupational safety and health representative elected by Solita Oy and up to two (2) deputy occupational safety and health representatives. The structure of the occupational safety and health organisation is agreed by the employer and employees' representatives.
2. The occupational health and safety representative enjoys the protection against termination and lay-offs referred to in Chapter 7, Section 10 of the Employment Contracts Act.
3. An occupational safety and health representative may not be dismissed on account of their duties or transferred to a lower-paid or lower-value position than the one at the time of being elected to the position on account of their duties. The occupational safety and health representative's opportunities to develop and advance in their occupation may not be hindered because of their position.
4. Occupational safety and health representatives have a right to spend a reasonable portion of their hours to attend to their duties. On average, the duties amount to about 30% of hours. The exemption from work can be agreed in more detail according to the needs of the workplace.

5. If the representative is responsible for several business locations within a regionally decentralised company, special attention shall be paid to the amount of exemption for the representative so as to facilitate the appropriate management of the representative's duties.
6. A deputy occupational safety and health representative has the same rights and obligations as the occupational safety representative when performing the duties of the representative.
7. If the occupational safety and health representative's employment contract has been terminated in violation of this agreement, the employer must pay compensation instead of compensatory fines in accordance with the Employment Contracts Act.
8. The participation of occupational safety and health representatives in training is treated in the same way as shop steward training (section 11).
9. Occupational safety and health representatives are paid a monthly compensation based on the number of employees. The amount of compensation of occupational safety and health representatives is agreed in connection with the local salary settlement. However, the compensation is always at least in accordance with the Collective Agreement for the IT Service Sector.
10. Occupational safety and health representatives are also compensated for the duration of annual holiday. If a representative is prevented from performing their duties due to a long-term illness or absence, the compensation is paid to the deputy occupational safety and health representative. The details of the procedure can be agreed locally. Representatives must ensure that the company's HR administration and payroll administration are notified promptly of any periods during which a deputy is standing in and for which the compensation should be paid to the deputy. The details of the procedure can be agreed locally.
11. Occupational safety and health representatives' compensation is not paid simultaneously to representatives and deputy representatives, even if it becomes necessary for the deputy to take on the representative's duties.

13 Relationship between compensation and compensatory fines

If the employer is ordered to pay compensation for unjustified termination of the employment contract of a shop steward or occupational safety and health representative or for an unjustified lay-off, the employer cannot also be ordered to pay a compensatory fine pursuant to Section 7 of the Collective Agreements Act on the same grounds.

The employer may not be ordered to pay a compensatory fine pursuant to Section 7 of the Collective Agreements Act on the grounds of failure to comply with the procedural provisions of this agreement. Failure to comply with procedural provisions shall be considered as an increasing factor when determining the amount of compensation to be awarded for unjustified termination of an employment contract or lay-off.



SOLITA