

FAIB Webinar HR matters under the current circumstances

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Question List

1. Teleworking

- Can an employee refuse to telework? Or can he/she be asked to go to the office 1 day a week or for mail and under what conditions? What about working hours? Are they flexible?
- Is it necessary to take measures to prevent isolation?
- Can a worker refuse an assignment? Right of withdrawal? •
- Is it allowed to give the address of one worker to another?
- Can an employee telework from abroad? What are the consequences?
- Can an employee refuse a video conference? .
- Can an employee record the conversation?
- What are the risks for confidentiality?
- What does CLA 149 say?
- Does structural or occasional telework need a written agreement? Is it the same for all? •
- What about GDPR?
- Is it allowed to change the employment contract? •
- Expense allowance? Covid allowance? lump sum? fixed? 10%?
- Quid representation expense allowance? •
- Is it possible to donate/loan furniture? screens? What happens on return? •
- What impact does this situation have on recruitment?
- Can recruitment and selection be automated?
- What are the conditions (employer obligations) surrounding teleworking?
 - Contractual: individual or collective agreement
 - 0 Financial: compensation or reimbursement
 - Logistics: desk, chair, screen, computer, telephone -> Are these benefits in kind? Should they be included in the telework contract or agreement or not?
- What about future teleworking? On a fixed day? What about the worker who wants to go on holiday for a month and then work from his holiday location?

2. Control

- Can the employer control email / internet / internet tools?
- Can the employer record video conversations or meetings?
- Can the employee record meetings?

3. Training

- How to ensure continuing education?
- What are the obligations?

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Can the employee refuse to provide/the participation at a training? •

4. Well-being

- Is there a screen obligation? •
- Are there any special measures to be taken? •
- Can a covid test or a blood test be imposed? •
- Can the vaccine be imposed? •

5. Travel

- Who can still travel? •
- Under what conditions?
- What documents must be completed? •

6. **Contractual aspects**

- Can an electronic signature be used? How can it be used? What is no longer digitally • valid?
- Recruitment what should be planned for the workplace? •

7. Miscellaneous

- ATN for computers etc.
- Exclusively professional computer, proof of private existence, etc. •

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