



e-leaflet #3

RECOMMENDATIONS AND MEASURES THAT COULD SUPPORT CREATING WORK – FAMILY AND GENDER EQUALITY FRIENDLY WORKPLACE IN THE WESTERN BALKAN

1. Recommendations

The following recommendations are intended for policy makers at national level as non-binding suggestions on how to contribute to work – family reconciliation and gender equality:

- It is recommended to strengthen the role of the father in the sphere of unpaid work, by encouraging greater involvement of the father in active parenthood. This would be possible by establishing the right of the father to be entitled to a period of leave (a certain number of days) after the childbirth for the purpose of the childcare. **This would be an exclusive right of the father for absence from work, which is not transferable to the mother of the child. In case this right is not used, it fails.** The right would easily operate if the absence from work was fully or at least partly paid. In this way, the State would encourage men in the care (unpaid) work and facilitate the reconciliation of work and family life.
- Improving the public network of childcare institutions, which would allow access (co-funded) to childcare after the completion of parental leave and until the child starts attending school (kindergarten) and to ensure the care of school children after school, where necessary.

The following recommendations are non-binding actions intended to support social partners in helping to create a workplace that enables work – family reconciliation and gender equality on different level of their involvement:

- a) Work - life balance thinking and discussion** – to raise employers awareness that workers have to balance their work/professional commitments with their family/personal responsibilities and to be positive about making changes to create a working place, taking into account all (those) aspects of employees life irrespective of gender.
- b) Work - life balance policy** – to create and to establish a policy in the organization/company, which will enable work-family reconciliation and gender equality and will be promoted (by the management) through policies or upgrading policy with measures.
- c) Awareness of entitlements** – to enhance the awareness of workers' rights that are based on legislation in each project partner's country and those implemented in the organisation/the company.
- d) Educations of management** – education of management on benefits of creating work family life balance in the company and on how to establish a more flexible work environment.



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- e) **Awareness of gender equality at workplace** – the effort of the employer/social partners to pay attention to the gender inequality occurring in practice and his/their effort to eliminate gender pay gap.

2. Measures

The following measures are non-binding proposals intended to support social partners in helping to create a workplace that enables work – family reconciliation and gender equality in:

A. Collective agreement measures:

a) Location of the work:

1. Telework for the entire or part of the worker's working time upon mutual agreement between employer and worker.

b) Working time:

1. Written consent before imposing overtime work for:
 - a worker with a child under 6/7 years that is not able to provide a parental care,
 - a worker with dependants (elderly/ill family member) that needs to be taken care of because of the medical reasons.

c) Leave/absences:

1. The right of x days of paid absence for serious illness and treatment of the immediate family member,
2. The right of x days of a paid absence from work for the birth of a child,
3. The right of an unpaid absence from work for an agreed period of time for the sick child/care of the sick family member upon agreement by worker and employer.

B. Company level measures:

a) Location of the work:

1. An option by employer to ensure a telephone number for shift worker/all workers to remain contactable in case of family emergencies during working hours.

b) Working time:

1. An option of flexible working arrangements between employer and worker to balance work with family/personal responsibilities upon mutual agreement between worker and employer (eg. flexible starting and finishing times for employees not working shift work, one day off in agreed period of time for exam. each week, once per month while still working the agreed number of hours, option of concluding working hours sooner than usual replacing it another day for family/personal reasons).
2. An option for shift workers to change shift for personal/family reasons upon mutual agreement between worker and employer, unless the current working process prevents it.



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3. The right of a worker with family obligations to propose in a written a different distribution of working time to facilitate reconciliation of work and family obligations. Employer must consider and respond to such a proposal taking into account it's own conditions, but it is not obliged to proceed according to the proposal in case it is contrary to the employer's productivity and the whole working schedule pattern.
4. The right of a worker who exercises the right to a part-time work due to parenthood to a different allocation of working hours then agreed in a working contract, upon mutual agreement between employer and worker.

c) Flexible leave arrangements (Leave/absences):

1. The right of an additional x day(s) of annual leave for a sole guardian of each child aged under 15 years,
2. The right of an additional x day(s) of annual leave for a worker with 3 children,
3. The right of an additional x day(s) of annual leave for a worker who cares for severely physically or moderately otherwise disabled child or dependant (elderly/ill family member),
4. The right of a worker with a school child to take at least one week of their annual leave during school holidays,
5. The right of a worker to accompany pregnant partner to antenatal appointments if the working process allows it.

d) Other measures:

1. Organisation of events considering children of working parents (joint picnics, joint hikes, joint Christmas shows for children),
2. Gifts for children for the New Year/Christmas,
3. The right of absence for a working parent on a day of entering their child in a kindergarten or school within annual leave,
4. The obligation of the employer with more than xx workers to compile an at least xx- year report on the situation of male and female workers in all occupations in relation to payment, hiring, training, dismissals, promotions etc.
5. Upon return to work, a worker and employer shall consult about the necessary integration to the work after a longer period of time (agree on training if necessary in case of maternity, parental leave, prolonged absence),
6. An employer is required to inform a worker, who is on parental leave/prolonged absence, about the main changes regarding his work place, training opportunities, job vacancies etc.



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