

Staff Career Centre



Information for persons entitled to unemployment benefit in the Netherlands/former employees of Maastricht University

If your employment contract at Maastricht University is coming to an end or your hours are being reduced, it will have a direct impact on your income. In addition to the statutory unemployment scheme (the Unemployment Insurance Act, WW), the Collective Labour Agreement for universities also includes an enhanced unemployment scheme (the Netherlands Universities Enhanced Unemployment Scheme, BWNU).

This brochure explains the various schemes and provides information about the support that UM can provide to help you find another job. This brochure also provides information on your rights and obligations if you are available for work and are therefore receiving a WW and/or BWNU benefit.

Reintegration: 'From Work to Work' counselling

Because Maastricht University will be funding your unemployment benefit, UM has the task of helping you find other work.

'From Work to Work' counselling is provided by Staff Career Centre. Before your 'From Work to Work' counselling can start, you must register for an intake interview with Staff Career Centre by email: scc-employment@maastrichtuniversity.nl. It is in your own interest to get in touch with them as soon as possible. The primary aim of the counselling is to help you find a job, either within UM or elsewhere.

The counselling that UM offers you is mandatory; you are required to participate.

Your counselling needs will be identified during the intake interview. For example, you may require active counselling to identify what it is that you have to offer, or in what direction your next job will be. We can help you with networking, letters of application and your CV. You may also be required to participate in workshops or to attend one or more sessions with a career adviser. The career copunsellor can help you present yourself distinctively in network meetings and in job interviews.

Reintegration support from UWV-WERKbedrijf

UWV-WERKbedrijf is the work placement branch of the Employee Insurance Agency (UWV). It plays a limited role in providing reintegration support for unemployed UM employees. As an unemployed employee, you can make use of the basic services offered by UWV-WERKbedrijf to all job seekers. These consist of a digital service and the provision of information via the UWV-WERKbedrijf website (www.werk.nl).

Statutory unemployment benefit – conditions of the WW benefit

If you are temporarily without work or if your hours have been temporarily reduced, the UWV will handle your UWV application and decide whether you are eligible to receive a benefit.

If you are eligible for a supplementary BWNU benefit (supplementary benefit on top of the WW benefit), the decision regarding whether to grant this benefit will be made by a company called Visma Idella Services. In making its decision, it will follow the UWV's rules for granting benefits. If you are eligible for a consecutive BWNU benefit (a BWNU benefit which begins when the WW benefit ends), Visma Idella Services will take over the UWV's role.

You are eligible to receive a WW benefit if you meet the following conditions:

- You are available for paid work.
- You have lost five or more of your weekly working hours and you are not entitled to be paid for those hours. If you work fewer than ten hours per week on average, you are considered to be unemployed if you lose at least half of this number of hours as well as your pay for those hours. Long-term overtime or temporary extra hours are also taken into account.
- You have worked for 26 of the 36 weeks prior to your unemployment.
- You are not unemployed due to your own fault.

Duration of the WW benefit

A WW benefit lasts for a minimum of three months. The UWV's decision to grant you the benefit will be based on two requirements:

- *Weeks requirement: basic three-month benefit*
If you have worked for 26 of the last 36 weeks before becoming unemployed, you meet the weeks requirement. You will receive a basic three-month benefit. It does not matter how many hours per week you worked over the course of those 26 weeks.
- *Years requirement: extended benefit*
If you meet the weeks requirement and have worked for at least four of the past five calendar years before becoming unemployed and have worked enough years, then you meet the years requirement and will receive an extended benefit.
With the calculation aid you calculate the number of months you are entitled to an unemployment benefit. The number of months that this calculation aid calculates is an estimate. Have a look at: <https://www.uwv.nl/particulieren/rekenhulpen/hoe-lang-duurt-mijn-ww-uitkering>

Amount of the WW benefit

For the first two months, the WW benefit you receive will be 75% of your monthly pay. From the third month, this amount drops to 70%. When calculating your pay, the UWV looks at your wage for the purposes of national insurance contributions that you earned in the twelve-month period immediately before becoming unemployed. It does not matter whether or not you earned this wage or salary from different employers or in different positions at the university. The wage for the purposes of national insurance contributions is the only amount that is relevant here. The daily pay can never be more than the statutory maximum daily pay. The current daily pay can be found on www.uwv.nl/particulieren/bedragen/detail/maximumdagloon.

Applying for a WW and/or BWNU benefit

From one week before your final day of work up to 1 week after your last working day, you can apply for unemployment benefit via the website www.werk.nl. You must submit your application no later than one week before your final day of work. You will need your DigiD to apply for a WW benefit.

You can apply for a BWNU benefit by sending the application form to Visma Idella Services Uitkeringsadministraties. Visma Idella Services Uitkeringsadministraties, freepost number 46472, 1060 WD Amsterdam. The HR assistant can help you fill out this form. After receiving your

application, Visma Idella will determine whether you are eligible for a benefit over and above the statutory minimum, and if so, how much the benefit will be. Visma Idella will inform you of its decision directly. If you have any questions about this benefit over and above the statutory minimum, please contact Visma Idella staff by calling tel. 088-2302650.

You can find the text and the procedure for applying of the BWNu on <https://vsnu.nl/bwnu.html>.

Obligations while receiving a WW benefit

Best efforts obligation

As a person entitled to receive a benefit, you are bound to a best efforts obligation in seeking other work. This means you have to fully commit yourself to finding a new job. In addition, you must always accept suitable work.

You are obliged to participate in the 'From Work to Work' counselling offered by UM's Staff Career Centre.

Obligation to seek work

Recipients of unemployment benefit are obliged to seek work. Consequently, you must continue to apply for jobs during the 'From Work to Work' activities. On average, you will be expected to apply for at least four jobs every four weeks:

- The UWV will check on a regular basis to make sure you are applying for enough jobs. You should therefore make sure you forward your job applications to the UWV in good time using your digital folder.
- UM's Staff Career Centre monitors your job-seeking activities. You should send a monthly email to the Staff Career Centre counsellors to inform them of the activities you have completed.
- If you are receiving a Consecutive BWNu benefit, you must provide evidence of your job-seeking activities to Visma Idella.
- Visma Idella will also monitor your job-seeking activities if you are receiving Supplementary BWNu benefit. It will do this by means of a monthly form, on which you must list at least four job-seeking activities.

We recommend that you keep all job application letters and other correspondence relating to your applications (confirmations of receipt, rejections, invitations) in a safe place.

Job-seeking activities may include:

- applying in response to a vacancy;
- job interview (first round);
- job interview (second round);
- job interview (employment conditions);
- unsolicited job application;
- posting your CV on a job site;
- registering with a temporary employment agency;
- registering with a secondment agency;
- calling an employer about work;
- attending a workshop on finding work;
- holding network conversations;
- assessment or test.

Obligation to provide information

- If something changes in your personal circumstances (e.g. you move house, fall ill, become pregnant, etc.), you must inform UWV, Visma Idella and Staff Career Centre. You must also inform all of these agencies if you go on holiday (up to four weeks per year) and if you receive other income in addition to your benefit.
- As soon as you have found a new job, you must inform all agencies without delay. This will always include Staff Career Centre and UWV and, if you receive a BWNU benefit, Visma Idella.

Suitable work

What jobs are you applying for? UM applies the relevant UWV rules:

- If you have just become unemployed, you may apply for jobs at the level of your previous job for up to six months. These are jobs that are comparable to the job you had before you became unemployed.
- After receiving the WW benefit for six months, the level of job or the salary can no longer be a barrier to accepting or applying for a job.
- If you have not found a job after receiving the benefit for six months, any socially acceptable labour is considered suitable.
- You can also apply for temporary work or work with a lower working time factor. You will in most cases be able to retain your benefit for the hours you do not work.

Contact us

For further information and advice, you can contact the Staff Career Centre by email: scc-employment@maastrichtuniversity.nl

Website Staff Career Centre: www.maastrichtuniversity.nl/nl/staff-career-centre

Website UWV: <https://www.uwv.nl/particulieren/werkloos>

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