BARCOM REPORT 1: Contents of Collective Bargaining Agreements in the Commerce Sector

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CELSI Research Report No. 23

BARCOM REPORT 1: CONTENTS OF COLLECTIVE BARGAINING AGREEMENTS IN THE COMMERCE SECTOR

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Acknowledgment

Table of Contents

List of Figures

List of Tables

1. Introduction

Collective bargaining is an integral part of European industrial relations and the inclusionary European social model. Being the region with the highest collective bargaining coverage in the world (Hayter et al 2011; Tijdens & van Klaveren 2007), European production processes are based on social partners' ability to come to mutually beneficial agreements regarding the wages and working conditions. These robust social relations have long been a source of pride of European policy makers, employers and trade unions alike.

The commerce sector is an important sector for the EU. In 2011, there were 3.6 million retail and 1.6 million wholesale businesses in operation across the EU member states. Over 18 million workers were employed in retail and 10 million in wholesale, together representing about 13% of employment in the EU (Dachs et al 2016; Reynolds & Cuthbertson 2014). Employment in commerce continues to expand: out of altogether 218.8 million employees across the EU, almost 30.7 million people were employed in the commerce sector in 2016 (Eurostat). This accounts for 14% of employment in the EU. 3.8 million workers in commerce were aged 15 - 24 (12.5%), 19.3 million workers were aged 25 - 49 (62.9%), and 7.5 million workers were aged 49 – 64 (24.9%). The concentration of the sector greatly varies among countries: in the 'old' member states, most commerce workers are concentrated in a few large commerce employers, while in the 'new' member states, commerce employment is more diffused. For example, 36.7% of all workers in commerce in 2016 were employed at the 5 largest firms in Luxembourg, 29.9% in Ireland and 26.4% in Denmark. In contrast, only 3.7% of all commerce employees work at the 5 largest commerce firms in Malta, 3.8% in Romania and 4.4% in Bulgaria (Kahancova et al. 2018).

Collective bargaining in the commerce sector is one of important mechanisms of regulating working conditions of over 30 million commerce workers across the EU. Actual practices of collective bargaining resemble a rich diversity, embracing various levels of bargaining, articulation of bargaining between these levels, involvement of particular employee representatives and employers' associations, and the use of extension mechanisms to increase bargaining coverage. In many new member states in Central and Eastern Europe, bargaining in commerce is underdeveloped, facing challenges of few actors involved, decentralized bargaining and low bargaining coverage (c.f. Kahancova et al. 2018).

Yet, while collective bargaining is crucial to both wage-setting processes and working conditions in the European commerce sector, our knowledge of the outcomes of collective bargaining is limited. Due to a lack of systematic data collection and coding in the area of collective bargaining, there are still major questions with regard to which provisions collective bargaining agreements effectively contain and what working conditions are agreed to. Important questions involve the level of wages and protecting afforded in different member states, extent to which CBAs protect groups of vulnerable workers and the level of similarities of CBA clauses both within and between countries.

This report, written for the BARCOM project, aims to answer those questions by comparing the contents of 116 CBAs in the commerce sector in the EU member states. It will provide information on the topics coded in the agreements with breakdowns by country, by sector (retail and wholesale), by single versus multi-employer agreements, and by number of employees covered. In particular, it will address wages,

working hours, schedules and holidays, agreed workforce numbers, job security, work and family arrangements, health or medical assistance, sickness and disability, social security and pensions, training/employability, internal mobility/job flexibility, work organization.

In the remainder of this report, we will firstly provide detailed information on the BARCOM project and Collective Bargaining Agreement Database. We then analyse the contents of the CBAs by topic, country, sector and by single versus multi-employer agreement. Two more BARCOM reports will answer questions with regard to industrial relations in the commerce sector of the member states (report 2) and the relation between sector level industrial relations and inclusive collective bargaining (report 3). Finally, a one-page overview sheet regarding collective bargaining in the commerce sector will be available for each country.

2.1 Project and data description

2.1 The BARCOM project

Collective bargaining is an important instrument in wage-setting processes, but lacks underpinning with empirical data. Little is known about what exactly is agreed upon in collective bargaining. Few countries maintain databases with coded collective agreements; and agreements are coded for different topics and levels of detail. Attempts to discuss bargaining results at EU level are hampered by the lack of systematic data-collection of agreements. Social partners perceive an increasing need for cross-country comparisons, i.e., because of growing importance of foreign direct investment in EU member states. Therefore, EU-level social partners in commerce, UNI Europa and EuroCommerce, have expressed their interest in a study of content of collective agreements negotiated by their members at national level.

The research institutes AIAS, CELSI and EUBA are joining forces to collect, code and analyse 140 collective agreements in commerce across 28 EU countries, i.e., approx. five per country. The social partners will support this research by collecting agreements. The research institutes are able to cover all languages needed to read these agreements. An existing online coding form of associate partner WageIndicator Foundation (WIF) will be used to code agreements. The database of coded agreements allows for statistical analyses comparing bargaining topics and countries. The research will be complemented with a study of the wide variation in sectoral bargaining practices, needed for the proper interpretation of cross-country differences in agreements.

The research will result in three reports: one will compare the content of the 140 agreements, the second will be about sector-level bargaining settings, and the third will analyse the relationship between agreements' content and sector-level characteristics. The three reports will be discussed at the BARCOM Main Event in Brussels, for which members of the two social partners and others will be invited to participate.

2.2 The Collective Bargaining Agreements Database

The Collective Bargaining Agreements Database (CBA Database) is a data collection effort started by the WageIndicator Foundation and the Amsterdam Institute for Advanced Labour Studies (AIAS) in 2013, with the aim of increasing access to and knowledge of the contents of collective bargaining for both researchers and stakeholders. The CBA database contains a large number of collective bargaining agreements that are made available online in the original language and coded in a comprehensive and uniform way using the custom made COBRA system, as described extensively in the CBA Database Manual (Ceccon et al 2016).

The CBA database includes 856 both single employer and multi-employer agreements from 53 countries, which are available full-text in the original language and are coded in English language interface. Metadata is added for each of the CBAs and their contents are coded for nine categories of substantive interest: (1) employment contracts, (2) health and medical assistance, (3) training, (4) sickness and disability, (5) social security and pensions, (6) working hours, (7) gender equality, (8) work-family balance and (9) wages. The coding scheme, outlined in table 1, covers a range of detailed topics, such as wages, working hours, schedules and holidays, workforce numbers, job security, work and family arrangements, health or medical assistance, sickness and disability, social security and pensions, training/employability, internal mobility/job flexibility, work organization. An exhaustive list of variables is included in appendix I.

Table 1. Overview of coded items by topic

Meta Data	Single/multi-employer agreement, signatories/parties to the agreement, number of employees covered, geographical scope, start and expiration date, ratification process
Employment Contracts	Clauses on individual employment contracts and job security, as well as questions about trial periods and severance pay
Health and Medical Assistance	Health and safety policies at the workplace, HIV-related policies and health and safety training, health or medical assistance, health insurance of the employees, health insurance coverage of family members
Training	Training and apprenticeships, employer contributions to a training fund
Sickness and Disability	Sickness and disability clauses, pay during periods of sickness, maximum pay during sick leave, maximum days of sick leave, exclusion of some categories of employees for sick leave, pay in case of work related
Social Security and Pensions	Clauses on social security and pensions, employer contributions to pension fund, employer contributions to disability fund, employer contributions to unemployment fund
Working Hours	Clauses on working, schedules, paid and unpaid leave clauses, paid holidays
Gender Equality	Equal pay clauses, discrimination at work, equal opportunities for promotion and training, gender equality trade union officer, sexual harassment and violence at work, special leave victims of violence,

Work-Family Balance	Clauses on work and family arrangements, weeks of paid maternity leave, wage replacement level of paid maternity leave, job protection during maternity leave, care for dependent relatives, employer-provided childcare facilities
Wages	Structure of pay scales, wage-setting processes, minimum wages, wages according to pay scales, premium pay for overtime hours / weekend work / night shift

For the BARCOM project, CBAs in the commerce sector were collected, including agreements from both wholesale and retail, in the member states of the European Union.

3. Data report

3.1 Sample

Between March 2016 and November 2017, 123 collective bargaining agreements from 22 EU member states were collected of which 116 have core activities in the commerce sector. As some agreements cover more than one sub-sector, the coverage of retail and wholesale sectors occasionally overlaps and exceeds the total number commerce CBA. The sample includes 95 CBAs covering the retail sector, 40 the wholesale sector and 14 in additional subsectors, many of which either cover the staff of trade organisations or companies whose activities include both catering and retail.

Table 2. CBAs per country and sub-sector

	Wholesale	Retail	Other commerce	Total
Austria	2	4	2	5
Belgium	2	6	0	8
Bulgaria	0	1	0	1
Croatia	0	5	3	6
Czech Republic	1	3	0	3
Denmark	2	5	0	7
Estonia	1	4	0	4
Finland	0	3	0	3
France	5	8	1	10
Germany	2	3	0	3
Greece	5	7	1	8
Hungary	0	1	0	1
Italy	5	6	3	9
Lithuania	0	1	0	1
Netherlands	4	6	1	10
Portugal	0	6	0	6
Romania	1	1	0	1

Slovakia	0	1	1	2
Slovenia	1	1	0	1
Spain	5	7	1	8
Sweden	2	6	1	8
United Kingdom	2	10	0	11
Total	40	95	14	116

Source: Collective Bargaining Agreement Database (n=116)

3.2 Contents of collective agreements

3.2.1 Scope and signatories

All CBAs are in the private sector, except for one trade association, which is semi-public. Of the 116 CBAs in commerce, 50 are signed with single employers (17 cover multinational companies), 59 with employers' associations and 7 with multiple individual employers. All agreements except two were concluded with at least one trade union and 6 (i.e. 5%) with at least one professional association.

With the exception of two CBAs, all agreements specify at least a starting date, ranging from 1970 to 2016, or even both starting and ending dates (70%), ranging from 2012 to 2020. Agreements with specified start and end dates are closed for periods between 9 months and 10 years; the average duration is 2.5 years (30 months). In 87% of the cases, the agreements cover workers in the sector or firm throughout the country, whereas 13% apply only to specific regions; 30% of the agreements cover trade union members only. Some agreements limit the scope of the CBA by excluding groups of workers from some or all provisions: 3 agreements exclude part-time workers from provisions regarding working hours and severance pay; 10 specifically exclude apprentices, students, or mini-jobs from the scope of the CBA (3), severance pay (5), or social security (1). Twelve agreements have some kind of mention of temporary agency workers; two exclude agency workers from the agreement, whereas others either limit the use of agency work, require certification from the agencies they work with, or eliminate inequality in pay and working conditions.

3.2.2 Employment contracts

Collective bargaining can guarantee basic jobs security and decent employment contracts. The coded CBA database measures whether agreements contain clauses on employment contracts. Of the 116 commerce CBAs, 84 contain clauses on individual employment contracts. Of those CBAs, two thirds contain clauses on severance pay, mostly in relation to years of tenure. Over half (57%) the CBAs with severance clauses offer severance pay in days, whereas 43% pay out a percentage of the regular wage. Between 10% and 500% of the monthly salary (on average about 1,5 times the monthly wage) is paid for workers with 5 years of service, compared to between 6 and 180 days (on average about two months) in those agreements that pay severance in days. About a month more days are paid out in the wholesale sector, but retail severance pay as a percentage of the monthly wage is higher in comparison.

Table 3. Mean amount of severance pay in days or percentage wage

	Days	Percentage	n
Commerce	58	158	27
Retail	56	189	21
Wholesale	86	111	8

About three in four CBAs with employment contract clauses also mention a trial period and 53 specify its maximum duration, ranging from 6 days to almost a year. The average duration of the contractual trial period is 87 days; in retail the average trial period is 86 days, whereas its much shorter in wholesale, at 59 days. When we look at the countries with at least one CBA specifying the maximum duration of the trial period, we find the shortest average trial periods in the UK (28 days, n=1) and the longest in Sweden (156 days, n=7). Because data from Belgium, Hungary, Germany, Italy, Lithuania and the UK are based on a single CBA, these results need to be interpreted with caution. They do, however, indicate the vast variation across countries and the two sub-sectors: while workers in some countries can expect to round up their trial period in one month, others remain in the contractually insecure trial period for six to eight months.

Figure 1. Mean duration of trial period
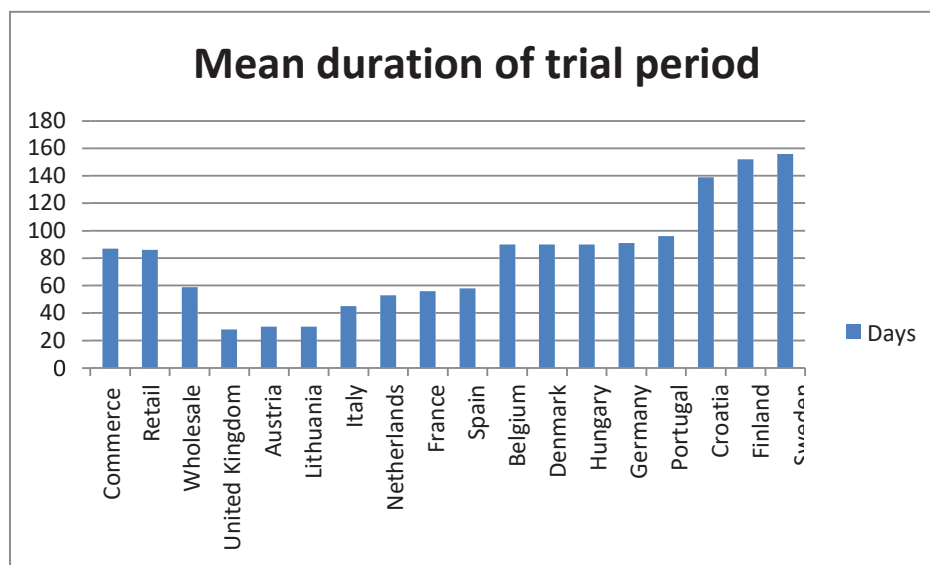
Source: CBA Database, n=53

3.2.3 Jobs and wages

Of the 116 commerce CBAs, 48 make reference to a job classification system or include job descriptions. Of those agreements, 29 include actual job descriptions, including a lot of sales functions, unskilled workers, shop assistants, cashiers, lorry drivers, clerks and forklift drivers. Additionally, 42 refer to a job classification system. Most agreements (89%) include clauses on wages. Wages are determined at the individual (37%), company (28%), sector (23%), regional (3%), or national (7%) level. Sixty-four

agreements specify at least the minimum payable wages and forty-two agreements determine wages based on pay scales - 2 determine pay scales according to workers' skill levels, 14 according to job title and 6 based on a combination of skill level and job titles.

Seventy-two collective agreements contained a wage increase, compared to 21 that did not: increases are divided roughly evenly between structural pay rises (25), once-only pay rises (22) and agreements containing both a structural and a once-only pay hike (25). In wholesale, 27 out of 36 agreements with wage clauses experienced some kind of pay hike, as well as 58 out of 73 retail agreements. Most increases did not change the level of pay inequality in a firm or sector, as 59% of pay rises were negotiated as a percentage of the current wage. Twenty-two CBAs paid out a lump sum increase and seven a combination of a lump sum and a percentage increase, thus ensuring that the lowest paid workers benefit disproportionally. In the 24 agreements in which more detailed information on the pay increase was available, percentage pay rises varied from 0.1% to 5% and lump sums between €250 and €500.

Collectively agreed wage increases are common in all countries. None are found in Bulgaria and Slovenia, but it is impossible to draw conclusions on the basis of a single collective agreement. The agreement of wage increases that favour the lowest paid workers over the highest paid are relatively common in Belgium, Czech Republic, the UK and the Nordics; they're rare in the Netherlands, Spain and Portugal.

Table 4. Pay increases in CBAs by country

	n	pay hike	structural pay hike	equalising pay hike
Austria	5	4	3	3
Belgium	8	8	6	7
Bulgaria	1	0	0	0
Croatia	6	6	5	2
Czech Republic	3	2	1	2
Denmark	7	6	3	5
Estonia	4	2	1	2
Finland	3	2	2	2
France	10	7	3	3
Germany	3	2	2	2
Greece	8	7	4	3
Hungary	1	1	0	0
Italy	9	8	1	3
Lithuania	1	1	0	1
Netherlands	10	10	8	1
Portugal	6	6	1	2
Romania	1	1	0	1
Slovakia	2	1	1	0
Slovenia	1	0	0	0
Spain	8	7	6	2

Sweden	8	3	2	1
United Kingdom	11	11	1	11
Total	116	95	50	53

3.2.4 Pay scales

In 12 countries, pay scales were included in the main text of at least one collective bargaining agreement: Austria, Belgium, Croatia, Denmark, Estonia, Finland, Germany, Greece, Italy, the Netherlands, Portugal and Spain. All 35 CBAs with pay scales set out a standard wage for adult workers. Pay scales most commonly make reference to skill levels (80%). In Portugal, Estonia and Austria, pay scales sometimes refer to specific job titles directly. In the Greek CBAs, tenure is often used as a basis for the pay scales, whereas tenure is the basis for different steps within pay scales in Germany, Austria and the Netherlands.

Twenty per cent of the pay scales refer to a specific geographical region. One Portuguese CBA has separate pay scales for the Azores region; the Finnish CBA in the sample sets different wages for the big city regions than for the rest of the country; the Estonia CBA pays higher wages in Tallinn than in Narva or Tartu; and several Austrian CBAs have region-specific pay scales. Separate pay scales for young workers or students are found in Belgium (16 to 21 year olds and students), Denmark (under 18 year olds), the Netherlands (16 to 23 year olds), and Portugal (under 18s). In Austria, we find separate pay scales for apprentices, which amounts to only about a third of the €1500 cross-sectoral minimum wage that social partners agreed to in 2017[1].

Table 5. Minimum wages and pay scales by country and year in local currency

		Min wage local currency	Bottom of lowest scale	Top of lowest scale	Bottom of highest scale	Top of highest scale
Austria	2016	.	1,281.00	1,383.00	2,954.00	4,084.00
Austria	2017	.	1,450.00	1,570.00	1,850.00	2,120.00
Belgium	2017	1,531.93	1,630.56	1,895.61	2,273.11	3,251.76
Croatia	2015	3,030.00	2,863.08	2,863.08	4,151.46	4,151.46
Croatia	2016	3,120.00	4,000.00	7,000.00	15,000.00	17,500.00
Denmark	2014	.	17,470.00	17,470.00	18,970.00	18,970.00
Denmark	2015	.	17,735.00	17,735.00	19,235.00	19,235.00
Denmark	2016	.	18,024.00	18,024.00	19,524.00	19,524.00
Estonia	2016	430.00	448.50	448.50	632.99	632.99
Estonia	2017	470.00	453.00	453.00	652.50	652.50
Finland	2014	.	2,395.00	3,616.00	2,518.00	3,816.00
Finland	2015	.	2,405.00	3,630.00	2,528.00	3,831.00
Finland	2016	.	2,420.00	3,645.00	2,543.00	3,846.00

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[1] The cross-sectoral minimum wage will come into force by 2020
https://www.eurofound.europa.eu/observatories/eurwork/articles/austria-social-partners-agree-on-eu1500-monthly-minimum-wage-for-all-sectors

Germany	2013	.		1,584.00	2,315.00	3,194.00	4,414.00
Germany	2014	.		1,617.00	2,364.00	3,261.00	4,507.00
Germany	2015	1,402.50		1,501.00	1,625.00	3,978.00	4,571.00
Germany	2016	1,402.50		1,531.00	1,658.00	4,057.00	4,663.00
Greece	2016	580.00		819.00	819.80	1,421.99	1,421.99
Italy	2015	.		710.00	758.62	1,775.11	1,896.64
Netherlands	2013	1,469.00		1,477.83	1,606.52	1,971.63	2,941.23
Netherlands	2014	1,485.60		1,569.50	1,792.21	3,719.62	4,127.31
Netherlands	2015	1,502.00		1,539.57	1,605.58	3,927.66	6,134.15
Netherlands	2016	1,525.00		1,507.80	1,507.80	3,832.02	4,433.60
Netherlands	2017	1,552.00		1,522.80	1,522.88	3,860.76	4,283.92
Portugal	2010	475.00		475.00	475.00	1,146.00	1,146.00
Portugal	2014	485.00		355.17	371.63	756.09	1,164.03
Portugal	2016	530.00		530.00	530.00	1,975.35	1,975.35
Spain	2014	645.00		818.04	836.44	1,076.50	1,235.44
Spain	2015	649.00		667.43	667.43	1,267.50	1,538.26
Spain	2016	655.20		672.44	672.44	1,425.00	1,549.79
Spain	2017	708.00		679.16	679.16	1,290.90	1,565.29

Source: Minimum wages from the WSI Minimum Wage Database. Pay scales from the WageIndicator CBA database.

Table 5 shows the top and bottom steps of the lowest and highest adult pay scale found in a country for a particular year, set off against the relevant minimum wage. In many of the countries, the lowest pay scale starts at about the same pay level as guaranteed in the minimum wage. In Croatia, Estonia, the Netherlands, Portugal and Spain we find cases where the bottom step of the lowest pay scale effectively falls below the minimum wage. This discrepancies are due to pay scales having been determined before the new minimum wage was set and the CBA texts usually contain a note stating the lowest wages in the CBA will be adjusted to respect the minimum wage. The German and Belgian lowest pay scales (and Croatia in 2016) are more substantially above the minimum wage level. Greece is the only case where the lowest pay scale exceeds the statutory minimum wage by far.

In order to compare the earnings across countries, we convert all local currencies to purchasing power parity (ppp, figure 2). The figure shows the bottom step of the lowest pay scale in ppp the blue bars, which indicate that workers in the lowest scales are worst off in Portugal and Croatia, and best off in Denmark and Finland. The red bars, displaying the bottom step of the highest pay scale, paint a very different pictures. Workers in the highest pay scale earn relatively high wages in the Netherlands and Germany, as well as in Portugal and Croatia, two countries that perform poorly for the lowest pay scales.

Figure 2. Bottom steps of the lowest and highest pay scales in purchasing power parity
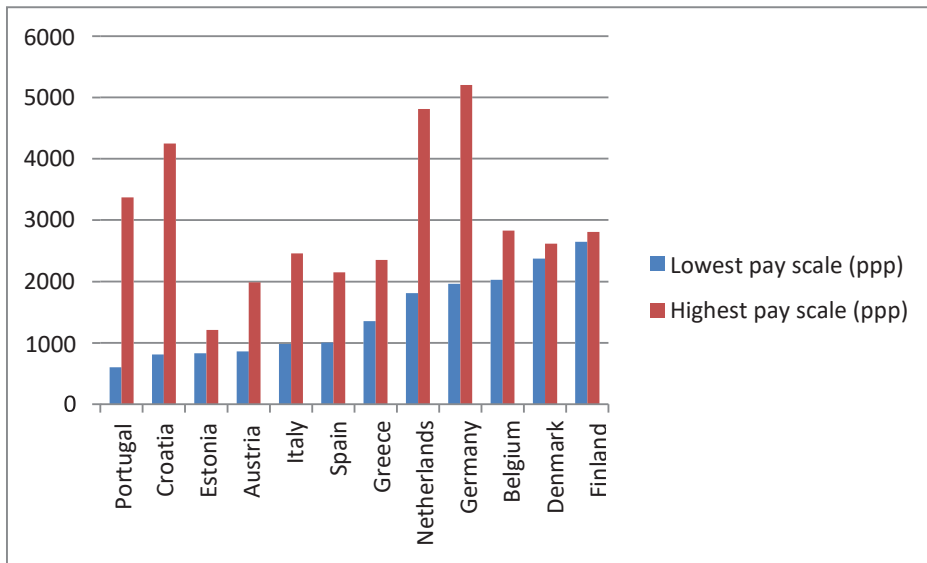
3.2.5 Premiums and allowances

Other aspects of pay in the commerce sector include a range of premiums, bonuses and allowances. Only one CBA does not provide any premiums, bonuses or allowances; one Slovenian CBA provides all of nine schemes included in the database. The average commerce and wholesale CBA contains between 3 and 4 allowances, corresponding to two arrangements in the 70 retail CBAs. CBAs in Slovenia, Slovakia and Romania (one CBA each) contained over five arrangements, while less than two were provided on average in Lithuania (n=1), Greece (n=6) and Estonia (n=1).

Figure 3. Average number of allowances and premiums included in collective bargaining agreements by sub-sector and country
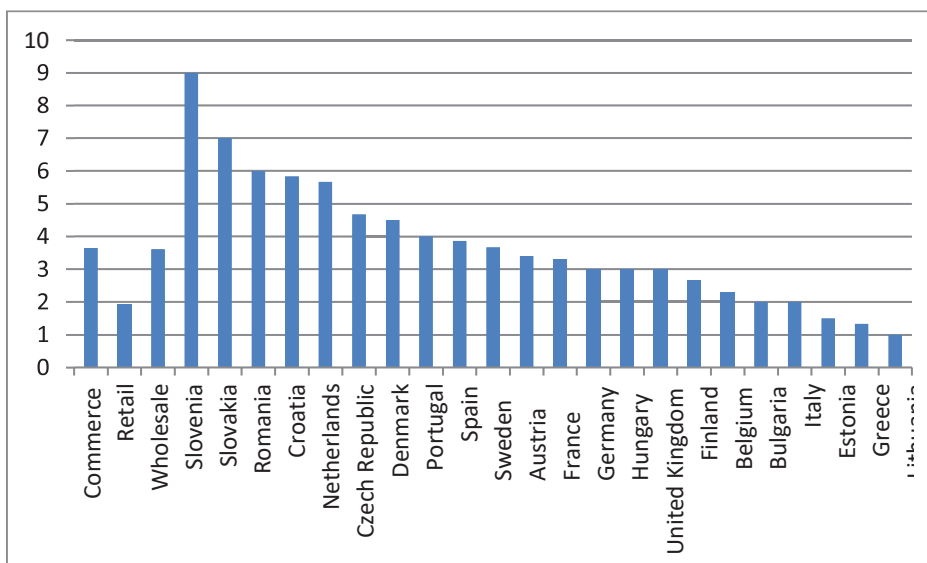
Source: CBA Database. Sample: for commerce n=89, for retail n=70, for wholesale n=33

The most common arrangements include overtime pay, premium pay for work on Sunday and in late or early hours. These premiums are available in about seven out of ten CBAs, as shown in figure 4. These premiums tend to apply to all workers equally, although premiums for late hours often apply to night work only (70%) and overtime premiums in most Dutch commerce CBAs are not paid out for working time exceeding contractual hours but for hours above the standard full-time working week agreed in the CBA. Premiums are most commonly paid out as a percentage on top of workers' regular wages. The most common premiums are 1,5 times the regular wage for overtime (45% of the cases), twice the regular pay for Sunday work (53%) and either 1,5 times (23%) or 1,25 times (27%) the regular wage for evening or night work. Premiums for hardship work (15%) and consignment (23%) are less common.

Seniority and annual leave bonuses are included in 45% and 40% of the CBAs respectively. About half of the seniority bonuses (43%) are conditional on a certain number of year of service, whereas the rest is tied to workers' age. Seven out of ten times, extra payments for the annual leave period are paid as a percentage of the regular wage, in two out of ten cases the bonus is a fixed amount and the remaining CBAs pay out a combination of the two. The most common bonus is 8% of the annual wage (41%), followed by the equivalent of one monthly wage, i.e. 8.3% of annual wages (23%). Allowances are least common: 24% of CBAs include a commuting allowance, 15% meal vouchers and only one agreement provides legal assistance for its workers.

Figure 4. Incidence of premiums and allowances in collective bargaining agreements in the commerce, retail and wholesale sectors
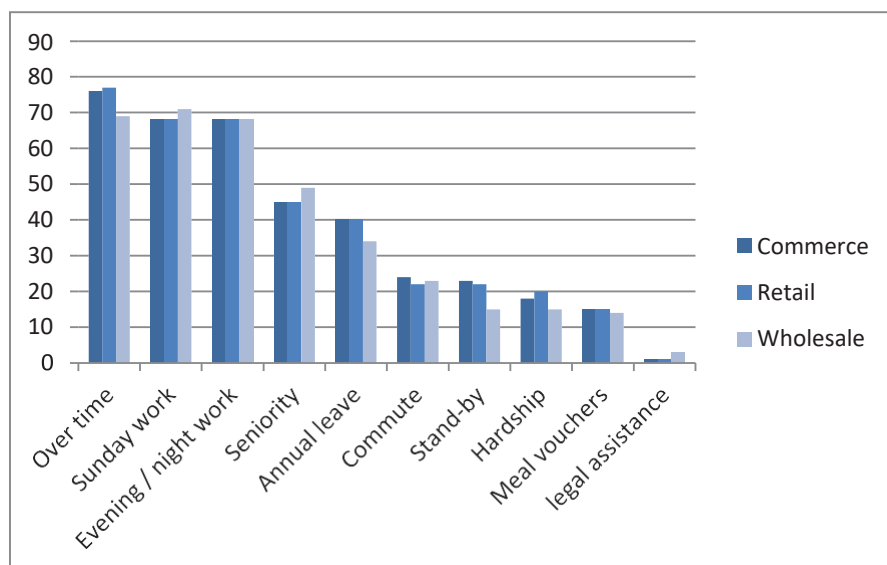
Source: CBA Database. Sample: for commerce n=97-100, for retail n=74-80, for wholesale n=34-35

3.2.6 Working hours and leaves

The large majority of commerce CBAs (88%) contain clauses on working hours. One in three CBAs fix standard working hours, most commonly through a standard working week (79%) and rarely through agreed monthly (3%) or yearly (13%) working hours. Four in ten agreements specify a number of days per week that work is commonly performed; five days a week in 86% of the cases. Ten agreements limit

the number of consecutive Sundays that workers can be scheduled to work shifts. Weekly hours and vary between 18 and 50 hours (n=79), but 90% set hours between 36 and 40 hours a week, with 51% fixing hours at 40 per week. One in three agreements have clauses on flex work.

Thirty percent of agreements limit the maximum overtime, maximising occasional overtime at between 2 and 20 hours over the regular working week. Two in three agreements contain clauses on annual leave, granting workers between 10 and 36 days of paid annual leave. As table 6 shows, average weekly working hours do not vary drastically between countries, with only Austria, Croatia, and Lithuania (n=1) exceeding 40 hours and Belgium being the only outlier on the low side (32 hours). Only in Austria, Croatia and Slovenia (n=1) are average allowed over hours larger than the standard working day. Annual leave periods are short in Italy (18 days on average) and longest in Germany (36 days on average). Almost one in four (37%) agreements allow workers to take paid leave for trade union activities, although this is often limited to elected officials. Administrative leave is only available in 9% of the agreements.

Table 6 Average agreed working hours, maximum overtime and annual leave by sub-sector and country

	Weekly working hours	Allowed over hours	Annual Leave (days)
Commerce	39 (79)	8 (29)	24 (58)
Retail	39 (64)	8 (23)	24 (48)
Wholesale	39 (23)	7 (8)	26 (19)
Austria	41 (4)	14 (1)	25 (3)
Belgium	32 (4)		
Bulgaria			20 (1)
Croatia	42 (6)	12 (5)	21 (6)
Czech Republic	40 (3)	8 (2)	20 (1)
Denmark	37 (7)	8 (4)	26 (4)
Estonia	40 (2)		20 (2)
Finland	37 (2)		21 (2)
France	38 (5)	7 (3)	27 (6)
Germany	42 (3)		36 (2)
Greece	36.5 (4)		22 (3)
Hungary	40 (1)		20 (1)
Italy	39 (4)	5 (1)	18 (2)
Lithuania	48 (1)	3 (1)	
Netherlands	39 (10)	8 (3)	24 (10)
Portugal	40 (6)	7 (6)	22 (5)
Romania	40 (1)		
Slovakia	40 (2)	8 (1)	
Slovenia	40 (1)	16 (1)	20 (1)
Spain	40 (5)		28 (7)
Sweden	39 (8)	5 (1)	25 (2)
United Kingdom			

Source: CBA Database. Sample size between brackets.

3.2.7 Training

Three in four agreements have clauses on training or apprenticeships. Of these 90 agreements, 42 have clauses on apprenticeships and 85 refer to training programmes and 39 also include funding for training and education. Only in Austria and the Czech Republic did we not identify any clauses on training for employees; funds for training, however, are absent from the analysed CBAs in Austria, Bulgaria, Croatia, Czech Republic, Finland, Germany, Greece, Portugal, Slovenia and the UK. No clauses on apprenticeships are identified in Bulgaria, Estonia, Finland, Germany, Greece, Romania, Sweden and the UK.

3.2.8 Health and Safety

Three in four agreements have at least one clause on health and safety issues. About a quarter (26%) of those agreements provide access to free or subsidised medical assistance, while only 5 agreements include relatives in coverage for medical assistance. One third of the 83 agreements with clauses on health and safety make contributions to employees' health insurance costs. Seventy agreements refer to an occupational health and safety policy, although in a third of the reference to the external policy document is the only mention of occupational health and safety. Nineteen agreements oblige employers to provide protective clothing to employees, 17 foresee regular health check-ups and 25 dictate trainings should take place. In case of fatal accidents, 30 agreements provide funeral related benefits to workers' relatives.

Access to free or subsidised medical assistance though collective bargaining is common in France (7 out of 10 agreements), while it's never mentioned in Austria, Bulgaria, Croatia, Czech Republic, Finland, Lithuania, Slovakia, Slovenia and the UK. Employer contributions to health care costs are found in Croatia (4 out of 5 CBAs), Denmark (5 out of 6), Finland (1), France (8 out of 10), Germany (1), Greece (2), Italy (2 out of 6), Romania (1), Spain (1 out of 8) and Sweden (3). Funeral related assistance to workers' families are found in Croatia (4 out of 5), Denmark (2 out of 4), Estonia (1 out of 3), France (5 out of 10), Germany (1), Greece (1 out of 4), Italy (1 out of 6), the Netherlands (10), Portugal (1 out of 4), Romania (1), Slovakia (1), Slovenia (1) and Spain (1 out of 8). Clauses on occupational health and safety policies are found in all countries, except Austria.

3.2.9 Sickness and Disability

Three in four CBAs have clauses on disability and sick leave. Wage replacement during the first six months for a worker with at least five years of service is at full wages in 56% of the cases and is at least half the regular wage in 90% of the agreements. Of those 78 agreements, seven in ten do limit the number of days workers' can make use of paid sick leave, varying drastically between 14 days and over a year. There is very little variation within countries, indicating that most agreements follow the relevant legal standard regarding sick leave. Austria, Belgium, the Netherlands, Spain and Sweden are examples of countries where all CBAs have the same length of sick leave and level of wage replacement, suggesting agreements simply follow a universal legal standard. Croatia and France, on the other hand, do show substantially variation on the sick leave indicators.

Figure 5 Median sick leave days and wage replacement by subsector and country
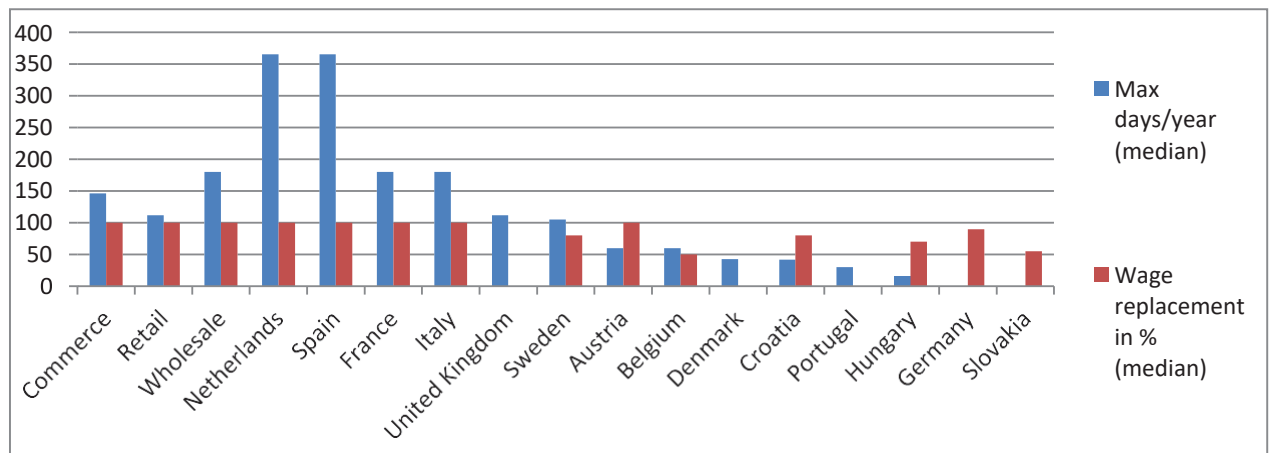
Source: CBA Database. Sample: for commerce n=32-39, for retail n=25-30, for wholesale n=12-14

Seven in ten agreements have clauses on sick leave after work related injuries and 35% refer to policies for the re-integration of workers after long-term sick leave. Menstruation leave, as is currently being debated in Italian politics, is not found in any of the agreements.

3.2.10 Social Security and Pensions

Six in ten agreements contain clauses on social security and/or pensions. Of those agreements, 46 contain employer contributions to employees' pensions, 33 to disability funds and 19 to an unemployment fund. Contributions to pension funds are more common in wholesale, whereas disability and unemployment funds are more common in retail. No social security clauses are found at all in Estonian, Finnish or Lithuanian CBAs. In three other countries, no contributions are found to any of the three funds (Austria, Bulgaria, Hungary). In twelve of the 19 countries with social security clauses, no CBA is found with clauses on employer contributions to an unemployment fund. French, Belgian and Danish CBAs are relatively likely to have clauses on employer contributions to all three funds; this may also be true for Portugal, Greece, Germany, Italy and Slovakia, but sample sizes are too small there to draw such conclusions.

Table 7. Incidence of employer contributions into workers' pension funds, disability funds and unemployment funds by subsector and country

	Pension	Disability	Unemployment
Commerce	46 (54)	33 (66)	19 (65)
Retail	35 (42)	28 (52)	17 (51)
Wholesale	18 (19)	11 (24)	5 (24)
Austria	0 (2)	0 (2)	0 (2)
Belgium	4 (5)	3 (5)	4 (5)
Bulgaria	0 (1)	0 (1)	0 (1)
Croatia	2 (3)	4 (5)	0 (5)
Czech Republic	3 (3)	0 (3)	0 (3)

Denmark	6 (6)	4 (6)	4 (6)
Estonia			
Finland			
France	10 (10)	6 (10)	7 (10)
Germany	1 (1)	1 (2)	1 (2)
Greece	1 (1)	0 (1)	0 (1)
Hungary	0 (1)	0 (1)	0 (1)
Italy	1 (1)	1 (2)	1 (2)
Lithuania			
Netherlands	8 (8)	3 (9)	0 (9)
Portugal	2 (4)	4 (4)	1 (3)
Romania	1 (1)	0 (1)	0 (1)
Slovakia	2 (2)	1 (2)	1 (2)
Slovenia	1 (1)	1 (1)	0 (1)
Spain	2 (3)	5 (7)	0 (7)
Sweden	1 (1)	0 (3)	0 (3)
United Kingdom	1 (1)	0 (1)	0 (1)

Source: CBA Database. Sample size between brackets.

3.2.11 Gender Equality

Seventy-three agreements contain at least one clause regarding gender equality or violence in the workplace. Thirty-three specifically mention equal pay for work of equal value; except four cases, these clauses make reference to gender as one of the forbidden grounds of pay discrimination. Three quarters of the agreements with gender equality clauses include clauses against discrimination at work, four in ten make reference to equal opportunities for promotion, three in ten mention equal access to training opportunities, two in ten monitor progress in achieving gender equality and six agreements identify a gender equality officer at the trade union. Seven agreements contain arrangements to aid workers who are victims of domestic violence and 43% prohibit sexual harassment at work. 46% have clauses with reference to non-gender specific violence, often relating to aggression from clients that shop personnel experience.

As figure 6 shows, on gender equality issues, the wholesale sector scores better than retail, although differences are small. No clauses on any gender equality topic are found in the CBAs from Belgium, Estonia, Greece, Hungary, Lithuania and Slovenia. In all other countries, except Germany, we found at least one CBA containing at least the principle of non-discrimination. Countries where CBAs most commonly include a diversity of gender equality clauses are Denmark, France, Italy, Spain and the UK.

Figure 6. Percentage of CBAs containing clauses on equal access to training, equal promotion opportunities, equal pay and non-discrimination in commerce, retail and wholesale
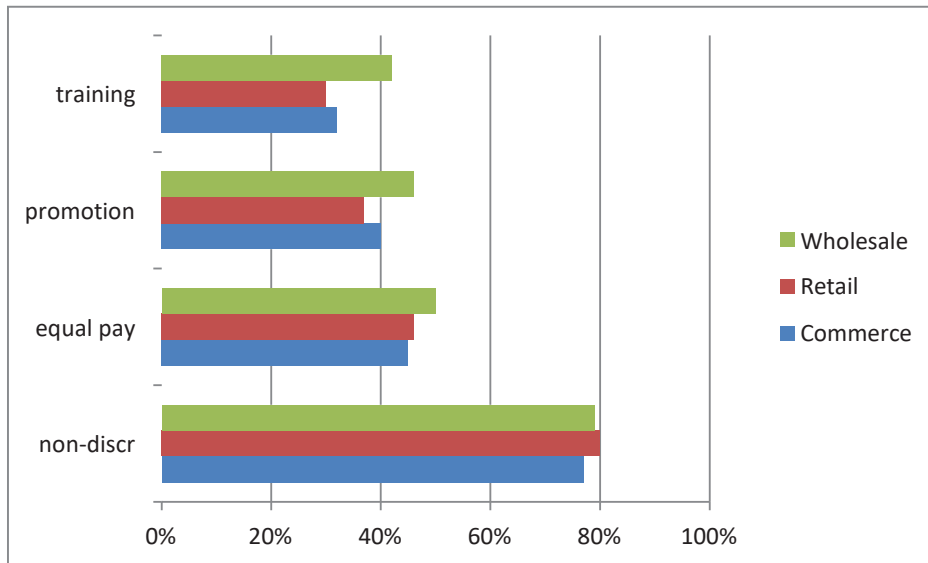
Source: CBA Database. Sample: for commerce n=73, for retail n=59, for wholesale n=24

3.2.12 Work-Family Arrangements

Eighty-nine of the 115 agreements (77%) contain clauses of work-family arrangements. Two-thirds of those agreements contain at least one clause on paid maternity leave. Twenty-four agreements contain clauses regarding the health and safety of female workers during pregnancy, 17 agreements explicitly name a woman's right to return to her previous job after maternity leave, 15 CBAs prohibit pregnancy discrimination, 13 require employers to provide pregnant workers with alternative work if they are unable to carry out their regular tasks and nine offer time off for prenatal medical examinations.

The prescribed period of paid maternity leave lasts between 9 and 104 weeks. In nine out of ten cases, wage replacement is at 100% of the basic wage, in the rest of the CBAs it's at 80% (3%) or 90% (7%). Figure 7 shows the median number of weeks paid maternity leave found in the sub-sectors and countries. No clauses on maternity leave are found in CBAs from Bulgaria, Czech Republic, Estonia, Finland, Germany, Hungary, Slovakia, Slovenia and the UK. For the remaining countries, length of maternity leave differs substantially between but not within countries. Mostly, all CBAs in a particular country mention the same number of weeks. Exceptions, where bargaining surrounding maternity leave seems to take place, are Denmark (14 or 18 weeks), France (14 to 16 weeks), Italy (one CBA grants 21.5 weeks) and Portugal (10-17 weeks).

Figure 7. Median number of weeks paid maternity leave granted across countries and subsectors

Weeks of paid maternity leave
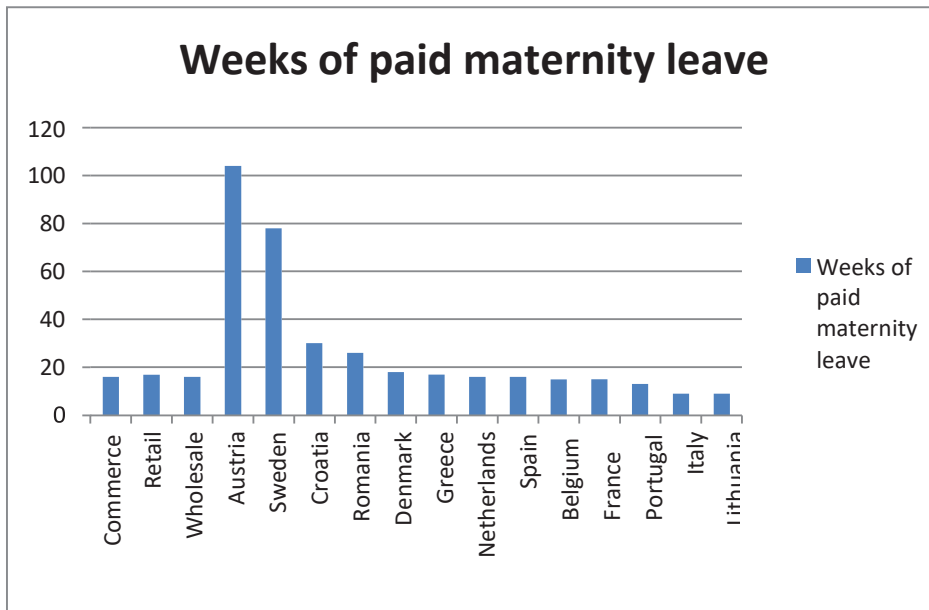
Source: CBA Database. Sample: for commerce n=73, for retail n=59, for wholesale n=15

Fifty-five agreements also provide paid paternity leave, be it at much lower levels than maternity leave. Fathers receive between one and 25 days of paid leave; half of the agreements granting leave, foresee a maximum of three days of paid leave for fathers. Thirteen CBAs entitle mothers to facilities and/or breaks for breastfeeding, whereas eight state that nursing breaks are counted as working time and 13 require the provision of relevant nursing facilities. Only one agreement provides child care facilities and three provide child care subsidies; eight subsidise employees' children's tuition fees.

A number of agreements also provide different work-family related leaves. Two thirds of the agreements with work-family clauses provide some leave to care for dependent relatives when they are sick. Leaves vary from one day per year to 182, but 84% provide between 1 and 15 days of paid leave. Another two in three agreements provide between 1 and 15 days of paid leave in case of death of a relative, with 98% granting between 1 and 7 days.

4. Discussion and conclusions

In the previous chapter, we presented the results of the analysis of the content of collective agreements in the commerce sector topic by topic. Following the in-depth exploration of the clauses on the nine topics, three overarching points can be made.

First of all, there are both overall and country differences in the extent to which some issues are included on the bargaining agenda. As figure 8 shows, wages and working hours are almost always included in commerce collective agreements. Other topics that are often included are training, work-family arrangements, employment contracts and health. Some topics, like social security and sick leave, are less commonly determined through collective bargaining, indicating they are the province of the state in many countries. Around 60% of the agreements have clauses on sick leave, social security and gender equality. The least included topic is that of jobs or occupations, which appears to indicate that some agreements do not fix industrial relations with that level of detail, leaving employers free to hire workers for non-standardised occupations.

Figure 8. Percentage of CBAs containing clauses on wages, working hours, training, work-family, employment contracts, health, sickness, gender equality, social security and occupations in commerce, retail and wholesale
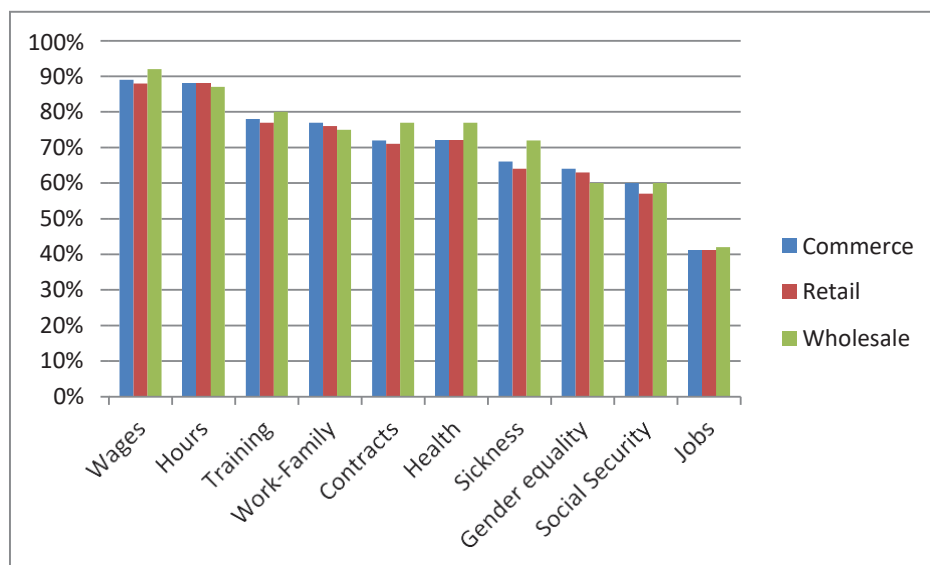
Source: CBA Database. Sample: for commerce n=116, for retail n=94, for wholesale n=40

Secondly, it is hard to draw conclusions about differences between retail and wholesale CBAs. There are differences, but they do not systematically favour one sector over the other. Country differences are more clear, although caution is warranted when interpreting those differences. Cross-country differences in the fields of social security, sickness and maternity appear primarily due to differences in the statutory minimums, as within-country differences are nearly non-existent. Exceptions are Croatia, Denmark, France, Italy and Portugal, where bargaining does appear to include these issues. Regarding wages, working hours, training, work-family arrangements and gender equality, we find differences in outcomes both between and within countries.

Thirdly, while it is possible to earn a decent wage in commerce, the results indicate that there are many workers that must be struggling to make ends meet. In many of the countries, the lowest pay scale starts at about the same pay level as guaranteed in the minimum wage. In Croatia, Estonia, the Netherlands, Portugal and Spain we find cases where the bottom step of the lowest pay scale effectively falls below the minimum wage. As many workers in commerce are employed on a part-time basis, the wages earned in the lower pay scales demand a second earner in the household to make ends meet. In terms of purchasing power, workers in the lowest scales are worst off in Portugal and Croatia, and best off in Denmark and Finland. Workers in the highest pay scale earn relatively high wages in the Netherlands and Germany, as well as in Portugal and Croatia, two countries that perform poorly for the lowest pay scales.

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Appendix I: codebook of the CBA (COBRA) Database

Metadata

Variable name	Variable label
manual_version	Which version of the codebook has been used to code this CBA?
cbadate_start	Is an operative start date mentioned?
cbadate_start_date	Start date
cbadate_end	Is an operative end date mentioned?
cbadate_end_date	End date
sample	Is the CBA a sample CBA?
do_not_show_on_website	Hide this CBA on the website (in plone)?
additionalCBA	Is this CBA an additional part of an existing CBA?
additionalCBA_txt	Of which CBA?
renewalCBA	Is this CBA a renewal of an existing (but expired) CBA INCLUDED in THIS database?
renewalCBA_txt	Of which CBA?
framework	Is the CBA a national framework / inter-professional CBA?
transnational	Is the CBA a transnational CBA?
transnatcountry	Which countries?
NACE2004	What is the more detailed industry (NACE2004) covered by the CBA?
SECTOR1	What is the industry covered by the CBA?
SECTOR2	Do you need to specify above industries more detailed?
FIRMPRI	Is the private or the public sector covered by the CBA?
cbasignsingle	Is the agreement concluded with a single employer / single company / single institution?
multinationalcompany	Is this single employer part / partner of a multinational company (MNE)?
CBA_MNCOMPA_1	What is the name of the employer?
CBA_MNCOMPA_1_txt	Other name of employer:
CBA_MNE_1	Which multinational company (MNE)?
CBA_MNE_1_txt	multinational company (MNE):
cbasignsinglesignatory	Is this single employer a signatory to the agreement?
cbasignsinglesignatory_txt	Who is signatory on behalf of this single employer?
cbasignmultiple	Is the agreement concluded with one or more employers' associations?
CBA_MEMEMPL_1	What is/are this/these associations?
cbasignmultiplesignatory	Is this association / are these associations signatory to the agreement?
CBA_MEMEMPL_txt	Who is signatory on behalf of the association(s)?

Variable name	Variable label
cbasignmultipleemployerssignatory	Is the agreement concluded with multiple employers?
CBA_MNCOMPA_2	What is the name of the employer(s)?
CBA_MNCOMPA_2_txt	Other name(s) of employer(s):
CBA_MNE_2_select	
CBA_MNE_2	
CBA_MNE_2_txt	
cbamemtrad	Is the agreement concluded with trade unions?
CBA_MEMTRAD4_1	What is the name of the Trade Union(s)?
CBA_MEMTRAD4_1_txt	Other trade union:
cbamempro41	Is the agreement concluded with professional associations?
CBA_MEMPRO41_1	What is the name of the professional association(s)?
CBA_MEMPRO41_1_txt	Other professional association(s):
cbamemother	Is the agreement concluded with other signatories from the employees' side?
cbaratification	Does the agreement require ratification?
cbaratified	By whom?
cbaratified_txt	Other:
cbaactorratified	Has this actor ratified the CBA?
cbaratificationdate	What is ratification date?
casignemployees	What is the name/are the names of the signatories?
casignemployeestxt	COMMENTS

Topic 1: Job titles

Variable name	Variable label
JOBTITLE_trigger	Does the CBA include job descriptions or refers to a job classification system? A job description generally includes duties, purpose, responsibilities, scope, and/or working conditions of a job along with the job's title.
JOBTYPE_descriptions	Does the agreement include job descriptions?
descripjobtype	For which jobs (max 5)
jobclassifaction1	Does the agreement refer to a job classification system?
jobclassifaction1_txt	Under which name?
JOBTYPE_comments_txt	COMMENTS:

Topic 2: Wages

Variable name	Variable label
WAGES_trigger	Does the agreement have clauses on wages?
WAGES_determined	According to the CBA, where are wages determined?

Variable name	Variable label
WAGES_comments_txt	COMMENTS:
PAYSCALES_trigger	Are wages determined in the CBA by means of pay scales?
PAYSCALES_period	What is the calculation basis for the wages in the pay scales?
PAYSCALES_amount	How many pay scales are determined?
PAYSCALES_type	Are these payscales amounts, indices or both?
WAGES_payscale1_start	Start wage payscale 1:
WAGES_payscale1_end	End wage payscale 1:
WAGES_payscale2_start	Start wage payscale 2:
WAGES_payscale2_end	End wage payscale 2:
WAGES_payscale3_start	Start wage payscale 3:
WAGES_payscale3_end	End wage payscale 3:
WAGES_payscale4_start	Start wage payscale 4:
WAGES_payscale4_end	End wage payscale 4:
WAGES_payscale5_start	Start wage payscale 5:
WAGES_payscale5_end	End wage payscale 5:
WAGES_payscale6_start	Start wage payscale 6:
WAGES_payscale6_end	End wage payscale 6:
WAGES_payscale7_start	Start wage payscale 7:
WAGES_payscale7_end	End wage payscale 7:
WAGES_payscale8_start	Start wage payscale 8:
WAGES_payscale8_end	End wage payscale 8:
WAGES_payscale9_start	Start wage payscale 9:
WAGES_payscale9_end	End wage payscale 9:
WAGES_payscale10_start	Start wage payscale 10:
WAGES_payscale10_end	End wage payscale 10:
WAGES_payscale11_start	Start wage payscale 11:
WAGES_payscale11_end	End wage payscale 11:
WAGES_payscale12_start	Start wage payscale 12:
WAGES_payscale12_end	End wage payscale 12:
WAGES_payscale13_start	Start wage payscale 13:
WAGES_payscale13_end	End wage payscale 13:
WAGES_payscale14_start	Start wage payscale 14:
WAGES_payscale14_end	End wage payscale 14:
WAGES_payscale15_start	Start wage payscale 15:
WAGES_payscale15_end	End wage payscale 15:
WAGES_payscale16_start	Start wage payscale 16:
WAGES_payscale16_end	End wage payscale 16:
WAGES_payscale17_start	Start wage payscale 17:
WAGES_payscale17_end	End wage payscale 17:
WAGES_payscale18_start	Start wage payscale 18:

Variable name	Variable label
WAGES_payscale18_end	End wage payscale 18:
WAGES_payscale19_start	Start wage payscale 19:
WAGES_payscale19_end	End wage payscale 19:
WAGES_payscaleindice1_start	Start indice payscale 1:
WAGES_payscaleindice1_end	End indice payscale 1:
WAGES_payscaleindice2_start	Start indice payscale 2:
WAGES_payscaleindice2_end	End indice payscale 2:
WAGES_payscaleindice3_start	Start indice payscale 3:
WAGES_payscaleindice3_end	End indice payscale 3:
WAGES_payscaleindice4_start	Start indice payscale 4:
WAGES_payscaleindice4_end	End indice payscale 4:
WAGES_payscaleindice5_start	Start indice payscale 5:
WAGES_payscaleindice5_end	End indice payscale 5:
WAGES_payscaleindice6_start	Start indice payscale 6:
WAGES_payscaleindice6_end	End indice payscale 6:
WAGES_payscaleindice7_start	Start indice payscale 7:
WAGES_payscaleindice7_end	End indice payscale 7:
WAGES_payscaleindice8_start	Start indice payscale 8:
WAGES_payscaleindice8_end	End indice payscale 8:
WAGES_payscaleindice9_start	Start indice payscale 9:
WAGES_payscaleindice9_end	End indice payscale 9:
WAGES_payscaleindice10_start	Start indice payscale 10:
WAGES_payscaleindice10_end	End indice payscale 10:
WAGES_payscaleindice11_start	Start indice payscale 11:
WAGES_payscaleindice11_end	End indice payscale 11:
WAGES_payscaleindice12_start	Start indice payscale 12:
WAGES_payscaleindice12_end	End indice payscale 12:
WAGES_payscaleindice13_start	Start indice payscale 13:
WAGES_payscaleindice13_end	End indice payscale 13:
WAGES_payscaleindice14_start	Start indice payscale 14:
WAGES_payscaleindice14_end	End indice payscale 14:
WAGES_payscaleindice15_start	Start indice payscale 15:
WAGES_payscaleindice15_end	End indice payscale 15:
WAGES_payscaleindice16_start	Start indice payscale 16:
WAGES_payscaleindice16_end	End indice payscale 16:
WAGES_payscaleindice17_start	Start indice payscale 17:
WAGES_payscaleindice17_end	End indice payscale 17:
WAGES_payscaleindice18_start	Start indice payscale 18:
WAGES_payscaleindice18_end	End indice payscale 18:
WAGES_payscaleindice19_start	Start indice payscale 19:

Variable name	Variable label
WAGES_payscaleindice19_end	End indice payscale 19:
SKILLEVEL_trigger	Are wages determined in the CBA by occupations/jobtitles/skill levels?
skillwagegroups	Are wages specified in the CBA according to skill level?
skilljobtype	Which skill levels are distinguished? (max 5)
skilljobtype_type	Are these wages amounts, indices or both?
skillwagegroupstxt	Comments regarding specified skill levels:
jobwagegroups	Are wages specified according to job title?
jobwagejobtype	Which occupations/job titles are specified? (max 5)
jobwagegroupstxt	Comments regarding specified occupations/job titles:
jobwagegroupsperiod	What is the calculation basis for the wages?
skilljobtypeamount_1	Wage for skill level 1 (if +1 jobtypes list lowest first):
skilljobtypeamount_2	Wage for skill level 2 :
skilljobtypeamount_3	Wage for skill level 3 :
skilljobtypeamount_4	Wage for skill level 4 :
skilljobtypeamount_5	Wage for skill level 5 :
skilljobtypeindice_1	Indice for skill level 1 (if +1 jobtypes list lowest first):
skilljobtypeindice_2	Indice for skill level 2 :
skilljobtypeindice_3	Indice for skill level 3 :
skilljobtypeindice_4	Indice for skill level 4 :
skilljobtypeindice_5	Indice for skill level 5 :
jobwagegroupsamount_1	Wage for job title 1 (if +1 jobtypes list lowest first):
jobwagegroupsamount_2	Wage for job title 2 :
jobwagegroupsamount_3	Wage for job title 3 :
jobwagegroupsamount_4	Wage for job title 4 :
jobwagegroupsamount_5	Wage for job title 5 :
LOWWAGE_trigger	Has the agreement clauses on the lowest wage to be paid?
LOWWAGE_government	Does the agreement provide that minimum wages set by the government have to be respected?
LOWWAGE_provision	Does the agreement set a minimum/lowest wage?
lowwageperiod	What is the calculation basis for the minimum/lowest wage?
lowwageamount	What is the minimum/lowest wage?
lowwagetxt	Comments regarding lowest wage:
STRUCINCR_trigger	Is a structural wage increase agreed? (=an increase that increases the basic pay on a permanent basis)
wageincreasetype	Is the extra payment for all or for some categories only?
wageincreasetype1	For which categories? (max 5)
wageincreasetxt	Comments regarding structural wage increase:
wageincreasetype2	How is the extra payment given for a worker with one year of experience?
wageincreaseperc1	Extra payment in % for all per MONTH:

Variable name	Variable label
wageincreaseamount1	Extra payment in amount for all per MONTH:
wageincreasedays1	Number of working days per MONTH:
wageincreaseperc1_1	Extra payment in % for jobtype 1:
wageincreaseamount1_1	Extra payment in amount for jobtype 1:
wageincreaseperc1_2	Extra payment in % for jobtype 2:
wageincreaseamount1_2	Extra payment in amount for jobtype 2:
wageincreaseperc1_3	Extra payment in % for jobtype 3:
wageincreaseamount1_3	Extra payment in amount for jobtype 3:
wageincreaseperc1_4	Extra payment in % for jobtype 4:
wageincreaseamount1_4	Extra payment in amount for jobtype 4:
wageincreaseperc1_5	Extra payment in % for jobtype 5:
wageincreaseamount1_5	Extra payment in amount for jobtype 5:
wageincreasefirmperformance	Is this extra payment related to the company's performance?
wageincreasedate	Is the date of the increase specified?
wageincreasedate_date	Date of the increase:
ONCERISE_trigger	Is a once-only extra payment agreed?
incidentalbonustype	Is the extra payment for all or for some categories only?
incidentalbonustype1	For which categories? (max 5)
incidentalbonustype2	How is the extra payment given for a worker with one year of experience?
incidentalbonusperc1	Extra YEARLY payment in % for a worker with one year of experience:
incidentalbonusamount1	Extra YEARLY payment in amount for a worker with one year of experience:
incidentalbonusdays1	Number of days (per YEAR) for a worker with one year of experience:
extrapayfirmperformance	Is this extra payment related to the company's performance?
incidentalbonusdate	Is the date of the extra payment specified?
incidentalbonusdate_date	Date of the extra payment:
ONCERISE2_trigger	Is there another agreed once-only extra payment?
incidentalbonustypesec	Is the extra payment for all or for some categories only?
incidentalbonustype1sec	For which categories? (max 5)
incidentalbonustype2sec	How is the extra payment given for a worker with one year of experience?
incidentalbonusperc1sec	Extra YEARLY payment in % for a worker with one year of experience:
incidentalbonusamount1sec	Extra YEARLY payment in amount for a worker with one year of experience:
incidentalbonusdays1sec	Number of days (per YEAR) for a worker with one year of experience:
extrapayfirmperformancesec	Is this extra payment related to the company's performance?
incidentalbonusdatesec	Is the date of the extra payment specified?

Variable name	Variable label
incidentalbonusdate_date_sec	
incidentalbonustxt	Comments regarding one time bonuses:
NOCTPREM_trigger	Is a premium for evening or night work agreed?
shiftallowancetype	How is the extra payment given for a worker with one year of experience?
shiftallowanceperc1	What percentage of regular hourly wage is paid as premium for evening or night work? (Please note that if hours are paid 150% of the normal wage, then you should write 150)
shiftallowanceamount1	Premium in amount per month (leave empty if it is given per hour):
shiftallowanceamount2	Premium in amount per hour (leave empty if it is given per month):
shiftallowancedays1	Number of working days:
shiftallowancetype1	Does the premium apply to night work only?
shiftallowancetxt	Comments regarding evening or night work:
CONSIGN_trigger	Is a payment for standby/on-call/available/consignment work agreed?
standbyallowancetype	How is the extra payment given for a worker with one year of experience?
standbyallowanceperc1	Payment in % of basic wage:
standbyallowanceamount1	Payment in amount:
standbyallowancedays1	Number of working days:
standbyallowancetype1	Does the payment apply to Sundays only?
standbyallowancetype2	Does the payment apply to all days per week equally?
standbyallowancetxt	Comments regarding standby/on-call/available/consignment:
ANNLEAVE_trigger	Is an extra payment for the paid annual leave agreed?
annleaveallowancetype	How is the extra payment given for a worker with one year of experience?
annleaveallowanceperc1	Extra payment in % of basic wage:
annleaveallowanceamount1	Extra payment in amount:
annleaveallowancedays1	Number of working days:
annleaveallowancetype1	Is the extra payment for all employees or for some categories only?
annleaveallowancetype2	For which categories? (max 5)
annleaveallowancetxt	Comments regarding extra payment:
OVERTIME_trigger	Is there compensation for overtime work?
overtimeallowancetype	How is the overtime compensation for hours above 48 hours/week agreed?
overtimeallowancetype_general	How is the overtime compensation for hours above the stipulated working week agreed?
overtimeallowanceperc1_general	What percentage of regular wage for hours above the stipulated working week is paid as overtime payment? (please note that if hours are paid 150% of the normal wage - which means 50%

Variable name	Variable label
	MORE than normal wage -, then you should write 150)
overtimeallowanceamount1_general	Premium in amount per hour overtime above the stipulated working week:
overtimeallowancedays1_general	Number of working days:
overtimeallowanceperc1	What percentage of regular wage for hours above 48 hours/week is paid as overtime payment? (please note that if hours are paid 150% of the normal wage - which means 50% MORE than normal wage -, then you should write 150)
overtimeallowanceamount1	Premium in amount per hour overtime above 48 hours/week:
overtimeallowancedays1	Number of working days:
overtimeallowancetype1	Is the allowance for all employees or for some categories only?
overtimeallowancetype2	For which categories? (max 5)
overtimeallowancetxt	Comments regarding overtime work:
HARDSHIP_trigger	Is a premium for hardship work agreed?
hardshipallowancetype	How is the premium given for a worker with one year of experience?
hardshipallowanceperc1	Premium in % of basic wage (please note that if the total wage is 130% of the basic wage, then the premium is 30%):
hardshipallowanceamount1	Premium in amount per day:
hardshipallowancedays1	Number of working days:
hardshipallowancetype1	Is the allowance for all employees or for some categories only?
hardshipallowancetype2	For which categories? (max 5)
hardshipallowancetxt	Comments regarding hardship:
SUNDAY_trigger	Is a premium for Sunday work agreed?
sundayallowancetype	How is the premium given for a worker with one year of experience?
sundayallowanceperc1	Premium in % of basic wage (please note that if the total wage is 130% of the basic wage, then the premium is 30%):
sundayallowanceamount1	Premium in amount per Sunday:
sundayallowancedays1	Number of working days:
sundayallowancetype1	Is the allowance for all employees or for some categories only?
sundayallowancetype2	For which categories? (max 5)
sundayallowancetxt	Comments regarding Sunday work:
COMMUTE_trigger	Is a commuting transport allowance agreed?
commutingallowancetype	How is the allowance given for a worker with one year of experience?
commutingallowanceperc1	Allowance in % of basic wage:
commutingallowanceamount1	Allowance in amount per month:
commutingallowancedays1	Number of working days:
commutingallowancetype1	Is the allowance for all employees or for some categories only?
commutingallowancetype2	For which categories? (max 5)

Variable name	Variable label
commutingallowancetxt	Comments regarding seniority allowances:
SENIOR_trigger	Is a seniority allowance agreed?
longserviceallowancetype	How is the allowance given?
longserviceallowanceperc1	Allowance in % of basic wage:
longserviceallowanceamount1	Allowance in amount per month:
longserviceallowancedays1	Number of working days:
longserviceallowancetype1	Is a certain number of years of service required to get this allowance?
longserviceallowancetype2	How many years of service are required for this allowance?
longserviceallowancetxt	Comments regarding seniority allowances:
mealvouchers	Are meals and/or meal vouchers and/or meals at a discounted price agreed?
MEALALL_trigger	Are meal allowances agreed?
mealvouchersamount	What is the minimum amount of the allowance for one meal?
mealvoucherstype1	Is the allowance for all employees or for some categories only?
mealvoucherstype2	For which categories? (max 5)
mealvoucherstxt	Comments regarding meal vouchers or allowances:
legalassistancetxt	Comments regarding free legal assistance:
legalassistance_trigger	Does the company provide the worker with free legal assistance?

Topic 3: Working hours, Schedules, Paid Leaves and Paid Holidays

Variable name	Variable label
WORKHOURS_trigger	Does the agreement have clauses on standard working hours, schedules, holidays and days of leave?
hourspday_select	Are working hours per day agreed?
hourspweek_select	Are working hours per week agreed?
hourspmonth_select	Are working hours per month agreed?
hourspyear_select	Are working hours per year agreed?
dayspweek_select	Are working days per week agreed?
hourspday	How many working hours per day are agreed? (1 - 12)
hourspweek	How many working hours per week are agreed? (1 - 60)
hourspmonth	How many working hours per month are agreed? (1 - 258)
hourspyear	How many working hours per year are agreed? (1 - 3096)
dayspweek	How many working days per week are agreed? (1 - 7)
hourstxt	Comments regarding working hours:
MAXHOURS_trigger	Are maximum overtime hours agreed?
hoursovertimemax	What is the maximum overtime hours ABOVE the agreed hours per week? (1 - 60)
hoursovertimemaxtxt	Comments regarding maximum overtime hours above the agreed hours per week:

Variable name	Variable label
PAIDLEAV_trigger	Has the agreement clauses on paid annual leave?
holidaysdays	How many days for paid annual leave are agreed for a worker with one year of service? (1 - 100)
holidaysweeks	How many weeks for paid annual leave are agreed for a worker with one year of service? (1 - 20)
bankholidays1	Is paid leave agreed for specific bank holidays?
bankholidays2	For which bank holidays?
holidaysfixed	Are fixed periods for paid annual leave agreed due to holiday breaks applied to the whole company?
holidaysfixeddays	How many days of the paid annual leave are fixed due to holiday breaks applied to the whole company? (1 - 100)
holidaystxt	Comments regarding paid annual leave:
SCHEDULE_trigger	Does the agreement have clauses on schedules and rest periods?
schedulesrestpw	Are employees are entitled to weekly rest periods of at least one day per week?
schedulestxt	Comments regarding rest periods:
SUNDAYwork_trigger	Does the agreement provide for a maximum number of Sundays / bank holidays that can be worked in a year?
sundays_year	How many Sundays / bank holidays can be worked in a year, maximum?
CONSECUTVESUNDAYS_trigger	Is the maximum number of consecutive worked Sundays provided?
consecutivesundays	How many consecutive Sundays are specified?
consecutivesundays_exceptions	Are there any exceptions (e.g. Christmas, sales, etc.)?
sundaystxt	Comments regarding work on Sundays:
TRADEUNLEAV_trigger	Does the agreement provide for paid leave for trade union activities?
tradeunleavdays	What is the leave duration for trade union activities in working days? (1 - 100)
tradeunleavtxt	Comments regarding paid leave for trade union activities:
ADMINISTRATIVE_trigger	Does the agreement provide for paid leave to attend court or for administrative duties?
administrativedays	What is the leave duration to attend court or for administrative duties in working days? (1 - 100)
administrativetxt	Comments regarding paid leave for administrative duties:
FLEXWORK_trigger	Does the agreement have clauses on flexible work arrangements?
flexible_work_options	Which option is provided?
flexworktxt	Comments regarding flexible work arrangements:

Topic 4: Employment Contracts

Variable name	Variable label
EMPCONTR_trigger	Does the agreement have clauses on individual employment contracts and job security?

Variable name	Variable label
contracttrial	Is a trial period agreed when commencing employment?
contracttrialperiod	How long is the trial period for a manual skilled worker in DAYS (including renewal)?
contracttrialtxt	Comments trial periods:
contractseverancepay	Is severance pay agreed in case of ending the employment contract?
contractseverancepay1	Does the pay relate to the years of service?
severance	Is severance pay offered in number of days or percentage of former monthly salary?
severance_perc	For a worker with 5 years of service, what percentage of monthly salary is paid as severance pay?
severance_perc_1_tenure	For a worker with 1 year of service, what percentage of monthly salary is paid as severance pay?
severance_number	For a worker with 5 years of service, how many days' wages are paid as severance pay?
severance_number_1_tenure	For a worker with 1 year of service, how many days' wages are paid as severance pay?
severance_dismissal_type	Severance pay is paid for:
contractseverancepaytxt	Comments regarding severance pay in case of ending employment contract:
part_time_excluded	Are part-time workers explicitly excluded from any of the provisions of the CBA?
tempagency	Does the agreement contain any provision about temporary agency workers?
apprentices_excluded	Are apprentices explicitly excluded from any of the provisions of the CBA?
minijobs_excluded	Are minijobs / student jobs explicitly excluded from any of the provisions of the CBA?
part_time_excludedtxt	From which provisions are they excluded?
tempagencytxt	Comments regarding temporary agency workers:
apprentices_excludedtxt	From which provisions are they excluded?
minijobs_excludedtxt	From which provisions are they excluded?

Topic 5: Work and Family Arrangements

Variable name	Variable label
WORKFAM_trigger	Does the agreement contain clauses on work and family arrangements (including pregnancy, maternity/paternity leave and childcare)?
paidmaternityleave	Does the agreement contain clauses on paid maternity leave?
paidmaternityleaveduration	What is the total duration of maternity leave in consecutive WEEKS?
paidmaternityleaveall	Are all female employees eligible for paid maternity leave?
paidmaternityleavepay	Does the agreement provide for the % of basic wage to be paid

Variable name	Variable label
	during maternity leave?
paidmaternityleavepayperc	What percentage of basic wage is paid during maternity leave?
jobsecuritymothers	Does the agreement contain clauses on job security for women wishing to return to work after maternity leave?
maternitydiscrimination	Does the agreement contain clauses which prohibit (any form of) discrimination related to maternity?
maternityexcludedtrigger	Are there groups of women workers (e.g. temporary workers) which are excluded from any of the above clauses?
maternityexcludedtxt	Please cite the group(s) of women workers that are excluded
maternitydifferenttrigger	Are there groups of women workers which are under different arrangements from those specified in the above clauses (e.g. part-time workers entitled to fewer months of paid maternity leave than regular workers)?
maternitydifferenttxt	Please cite the group(s) of women workers
maternityotherclause	Does the CBA contain any other clause on maternity leave arrangements?
paidmaternityleavetxt	Comments regarding paid maternity leave:
pregnancy	Does the agreement contain health and safety clauses related to pregnancy and/or breastfeeding?
riskassessment	Does the agreement contain clauses requiring the employer to carry out a workplace risk assessment on the safety and health of pregnant or nursing women and inform them accordingly?
alternatives	Does the agreement contain clauses ensuring that alternatives to dangerous or unhealthy work are available to pregnant or breastfeeding workers (namely, elimination of risk, adaptation of working conditions, transfer to another post, paid leave with right to return to work)?
timeoff	Does the agreement contain clauses on time off for prenatal medical examinations?
screeningnonstandard	Does the CBA contain clauses against screening for pregnancy before regularising non-standard workers?
screeningpromotion	Does the CBA contain clauses against screening for pregnancy before promotion?
pregnancyexcludedtrigger	Are there groups of women workers (e.g. temporary workers) which are excluded from any of the above clauses?
pregnancyexcludedtxt	Please cite the group(s) of women workers that are excluded
pregnancydifferenttrigger	Are there groups of women workers which are under different arrangements from those specified in the above clauses (e.g. part-time workers)?
pregnancydifferenttxt	Please cite the group(s) of women workers
pregnancytxt	Comments regarding special health and safety provisions during pregnancy and/or breastfeeding:
childcare	Does the agreement contain clauses on paid leave to care for dependent relatives (children in particular)?
childcareleave	What is the total duration of paid leave per year in case of caring

Variable name	Variable label
	for relatives (children in particular) in days?
childcaretxt	Comments regarding paid leave to care for dependent relatives:
deathrelatives	Does the agreement provide for paid leave in case of death of relatives?
deathrelativesleave	What is the leave duration in DAYS?
deathrelativestxt	Comments regarding paid leave in case of death of relatives:
nursingmothers	Does the agreement contain clauses on time off (breastfeeding breaks) and/or facilities for nursing mothers?
paidpaternityleave	Does the agreement have clauses on paid paternity leave?
paidpaternityleaveduration	What is the total duration in days of paid paternity leave at the time of delivery?
paidpaternityleavepay	Does the agreement provide for the % of basic wage to be paid during paternity leave?
paidpaternityleavepayperc	What percentage?
paidpaternityleavetxt	Comments regarding paid paternity leave:
maternity_nursing_breaks_duration	What is the duration of daily breastfeeding breaks, as provided by the CBA?
maternity_nursing_breaks_length	What is the duration of the entitlement to breastfeeding breaks (age of the child in MONTHS)?
breastfeeding_workingtime	Is there any clause providing that breastfeeding break has to be considered as working time and paid accordingly?
breastfeeding_dangerouswork	Does the agreement contain clauses ensuring that pregnant or breastfeeding workers (and not ALL women) are not obliged to perform dangerous or unhealthy work?
nursingfacilities	Does the agreement contain clauses on employer-provided nursing facilities?
nursingexcludedtrigger	Are there groups of women workers (e.g. temporary workers) which are excluded from any of the above clauses?
nursingexcludedtxt	Please cite the group(s) of women workers that are excluded
nursingdifferenttrigger	Are there groups of women workers which are under different arrangements from those specified in the above clauses (e.g. part-time workers)?
nursingdifferenttxt	Please cite the group(s) of women workers
childcareprovision	Does the agreement contain clauses on employer-provided childcare facilities?
childcaresubsidy	Does the agreement contain clauses on employer-subsidized childcare facilities?
educationtuition	Does the agreement provide for a monetary tuition/subsidy for children's education?
childcareexcludedtrigger	Are there groups of women workers (e.g. temporary workers) which are excluded from any of the above clauses?
childcareexcludedtxt	Please cite the group(s) of women workers that are excluded
childcaredifferenttrigger	Are there groups of women workers which are under different arrangements from those specified in the above clauses (e.g.

Variable name	Variable label
	part-time workers)?
childcaredifferenttxt	Please cite the group(s) of women workers
childcareotherclause	Does the CBA contain any other clause on childcare facilities?
childcare2txt	Comments regarding breastfeeding and/or employer-provided or subsidized childcare facilities:

Topic 6: Health and Safety and Medical Assistance

Variable name	Variable label
MEDICAL_trigger	Does the agreement provide for health or medical assistance for employees?
healthcareaccess	Does the agreement have clauses on access to free or subsidized medical assistance for sick employees?
healthcareaccesstxt	
healthcareaccessrelatives	Is the access to medical assistance also available for the employees' relatives?
healthcareaccessrelativestxt	Comments regarding availability of medical assistance for employees' relatives:
healthinsurance	Does the agreement provide for employer contribution to health insurance of the employees?
healthinsurancetxt	Comments regarding employer contribute to health insurance of employees:
healthinsurancerelatives	Does the health insurance also cover the employees' relatives?
healthinsurancerelativestxt	Comments regarding insurance coverage of employees' relatives:
healthandsafetypolicy	Does the agreement refer to a health and safety workplace policy?
healthandsafetyext	Does the agreement ONLY refer to a Health and Safety policy/document that is not included in this agreement?
protectiveclothing	Does the agreement contain clauses stating that the employer will provide protective clothing/gear/tools for employees (for example, steel capped boots or wet weather gear)?
code_application	Does the agreement contain clauses stating that the relevant Occupational Safety and Health Law or Code of Practice will be adhered to?
healthandsafetypolicytxt	Comments regarding health and safety workplace policy:
healthandsafetytraining	Does the agreement provide for health and safety training?
healthandsafetytrainingtxt	Comments regarding providing of health and safety training:
hivpolicy	Does the agreement refer to regular or yearly medical checkup or visits provided by the employer?
hivpolicytxt	Comments regarding HIV related policy:
monitoring	Does the agreement contain clauses for monitoring one of the following?
healthandsafetyprovisions	Does the agreement include health and safety provisions regarding the following?

Variable name	Variable label
funeralpay	Does the agreement provide funeral assistance or related benefits for employees or their relatives?
funeralpaytype	Does the company contribute to funeral/burial expenses with an amount of money?
funeralpayamount	How much is the minimum contribution?
funeralpaytxt	Comments regarding funeral assistance or related benefits:

Topic 7: Sickness and Disability

Variable name	Variable label
SICDIS_trigger	Does the agreement have clauses on sickness and disability?
sicknesspay	Does the agreement provide for the maximum limit of sick leave pay?
maxsicknesspay	How does the agreement provide for the maximum amount/percentage of sick leave pay?
maxsicknesspayperc	Maximum in % of basic wage
maxsicknesspayamount	Maximum amount
maxsicknesspaytype	Is the maximum for all employees or for some categories only?
sickjobtype	For which categories? (max 5)
sicknesspaytxt	Comments regarding sick leave pay :
sicknessmaxdays	Does the agreement provide for a maximum of days of paid sick leave per year?
sicknessmaxdaysnr	Maximum paid sick days per year:
sicknessmaxdaystxt	Comments regarding paid sick days :
disabilitypay	Does the agreement provide for pay in case of disability due to work accidents or working conditions?
longtermillness	Does the agreement contain provisions regarding return to work after long-term illness, e.g. cancer treatment?
menstruationleave	Does the agreement provide for paid menstruation leave?
disabilitypaytxt	Comments regarding pay in case of disability due to work accidents or working conditions:

Topic 8: Social Security and Pensions

Variable name	Variable label
SOCSEC_trigger	Does the agreement have clauses on social security and pensions?
pensionfund	Does the employer pay contributions to a pension fund for its employees?
pensionfundtxt	Comments regarding employer contributions to pension fund :
disabilityfund	Does the employer pay contributions to the disability fund for its employees?
disabilityfundtxt	Comments regarding employer contributions to the disability fund for its employees:
unemploymentfund	Does the employer pay contributions to the unemployment fund for its employees?

Variable name	Variable label
unemploymentfundtxt	Comments regarding employer contributions to the unemployment fund:

Topic 9: Training

Variable name	Variable label
TRAINING_trigger	Does the agreement provide for training/apprenticeship?
trainingprogrammes	Does the agreement refer to training programmes for the employees?
trainingprogrammestxt	Comments regarding training programmes for the employees:
apprenticeships	Does the agreement have clauses on apprenticeships?
apprenticeshipstxt	Comments regarding apprenticeships:
trainingfund	Does the employer pay contributions to a training fund from which its employees can benefit?
trainingfundtxt	Comments regarding employer contributions for training funds:

Topic 10: Gender Equality Issues

Variable name	Variable label
GENEQ_trigger	Does the agreement contain any clauses concerning equality and/or violence in the workplace?
eqpay	Does the agreement contain clauses on equal pay for work of equal value?
gender	Does the clause make a special reference to gender?
discrimination	Does the agreement contain clauses addressing discrimination at work?
eqpromotion	Does the CBA contain clauses on equal opportunities for promotion for women workers?
eqtraining	Does the CBA contain clauses on equal opportunities for training and retraining for women workers?
eqofficer	Does the CBA contain clauses which provide for a gender equality trade union officer at the workplace?
sexualhar	Does the agreement contain clauses addressing sexual harassment at work?
violence	Does the agreement contain clauses addressing violence at work?
violenceleave	Does the agreement provide for a special leave for workers subjected to domestic or intimate partner violence?
support_disabilities	Does the agreement provide for support for women workers with disabilities?
equalityexcludedtrigger	Are there groups of women workers (e.g. temporary workers) which are excluded from any of the above clauses?
equalityexcludedtxt	Please cite the group(s) of women workers that are excluded
equalitydifferenttrigger	Are there groups of women workers which are under different arrangements from those specified in the above clauses (e.g. part-time workers)?
equalitydifferenttxt	Please cite the group(s) of women workers
equalitymonitoring	Does the agreement contain clauses for monitoring gender equality?
equalityotherclause	Does the CBA contain any other clause on gender equality?

Variable name	Variable label
equalitytxt	Comments regarding gender equality issues:

Coverage

Variable name	Variable label
covercountry	Does the agreement cover the whole country?
coverregion	Which regions does the agreement cover?
covercountryregion_comments	Comments regarding coverage of country and regions:
coverunion_trigger	Does the agreement cover trade union members only?
coverunionsign	Does the agreement apply to members of the signatory trade unions only?
cover_MEMTRAD4_other	To what other trade unions does the agreement apply?
coverunion_comments	Comments regarding coverage of trade unions:
coveroccup1	Does the agreement explicitly INCLUDE specific occupations for coverage?
coveroccup2	Which occupations? (max 5)
coveroccup3	Does the agreement explicitly EXCLUDE specific occupations for coverage?
coveroccup4	Which occupations? (max 5)
coveroccup_comments	Comments regarding coverage of occupations:
coverage_date_cba	Which year does the coverage refer to?
coverage_date_other	Which year does the coverage refer to?
coveragegroup1	Does the agreement explicitly INCLUDE specific age groups for coverage?
coveragegroup2	Which age groups?
coveragegroup3	Does the agreement explicitly EXCLUDE specific age groups for coverage?
coveragegroup4	Which age groups?
coveragegroup_comments	Comments regarding coverage of age groups:
coveremplnum_trigger	Does the agreement notify how many employees are covered?
coveremplnumtype	Do you know an exact number, an educated guess or a range?
coveremplnum_exact	Please fill in an exact number
coveremplnum_guess	Please fill in your educated guess (number)
coveremplnum1	Lower range
coveremplnum2	Upper range
coveremplnum3	Does the agreement notify how many of these employees are female?
coveremplnum3type	Do you know an exact number, an educated guess or a range?
coveremplnum_female_exact	Please fill in an exact number
coveremplnum_female_guess	Please fill in your educated guess (number)
coveremplnum4	Lower range

Variable name	Variable label
coveremplnum5	Upper range
coveremplnumoth	Do you know from other sources how many employees are covered?
coveremplnumothtype	Do you know an exact number, an educated guess or a range?
coveremplnum_other_exact	Please fill in an exact number
coveremplnum_other_guess	Please fill in your educated guess (number)
coveremplnumoth1	Lower range
coveremplnumoth2	Upper range
coveremplnumoth3	Do you, from these other sources, know how many of these employees are female?
coveremplnumoth3type	Do you know an exact number, an educated guess or a range?
coveremplnum_other_female_exact	Please fill in an exact number
coveremplnum_other_female_guess	Please fill in your educated guess (number)
coveremplnumoth4	Lower range
coveremplnumoth5	Upper range
coveremplnum_comments	Comments regarding number of covered employees:

Coding

Numeric values	Value label
-2	Missing (Reason unknown)
-7	Dont know
-11	Not asked (trigger=0)
-99	User missing (Not specified)

CELSI