

Notice for personal assistants whose employer is not a member of Heta

Your employment agreement conditions have changed since the collective agreement for personal assistants became universally applicable

The collective agreement between the Union of the Employers of Personal Assistants in Finland (Heta) and the Trade Union for the Public and Welfare Sectors (JHL) became universally applicable on 10 November 2025. From now on, non-unionised employers (employers who are not members of Heta) must also comply with the provisions of this universally applicable collective agreement. In addition to the collective agreement, the working conditions of personal assistants will continue to be governed by decisions issued by the Social Services, Health Care and Rescue Services Division.

Examples of the changes brought about by the collective agreement include provisions on pay, various working time bonuses, holiday bonuses and the planning of working hours. Prior to its universal applicability, the collective agreement only pertained to employers who were members of the Heta union.

Due to the universal applicability of the agreement entering into force at the beginning of the contract period of the collective agreement, employees of non-unionised employers have a retroactive right to receive their salary in accordance with the collective agreement **as of 1 May 2025**. Any accrued work experience increments, midweek holiday pay, holiday bonuses and working time bonuses will be paid to the employees retroactively. This requires no action from you or your employer.

Who is paid retroactive working time bonuses and other remunerations?

Retroactive pay supplements and remunerations will be paid to all employees whose employment relationship was in force on the official date of entry into force of the universal applicability of the collective agreement on 10 November 2025.

Retroactive salary claims will be paid on 31 December 2025. If the employee's employment contract expired before 10 November 2025, no retroactive remunerations will be paid.

For example, the collective agreement sets a minimum salary level for an assistant, below which the terms of a potential contract are null and void. If you and your

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employer have agreed upon better working conditions than those set out in the collective agreement, these conditions will remain unchanged.

You can learn more about the changes to working conditions online (page in Finnish): heta-liitto.fi/tyoehtosopimus/

Key changes made to the working conditions of personal assistants

- **Periods of notice**

Termination of employment is subject to the notice periods laid down in the collective agreement for personal assistants. If an indefinite employment relationship has lasted for up to five years, the period of notice is one month. If the employment has lasted for more than five years, the period of notice is two months.

- **Midweek holiday pay**

Good Friday, Easter Monday, Ascension Day, Midsummer Eve, as well as New Year's Day, Epiphany, May Day, Independence Day, Christmas Eve, Christmas Day and Boxing Day that fall on a weekday are additional paid holidays. If an employee cannot be given a day off on the aforementioned days, the hours worked on a midweek holiday will be paid for with double the normal personal hourly salary, including compensation for the loss of a day off and Sunday compensation, in addition to the normal personal hourly salary.

An employee is entitled to holiday leave and midweek holiday pay if they have been or will be employed for at least two weeks. An employee called to work out of necessity is entitled to holiday leave and midweek holiday pay if the work period including the midweek holiday has lasted or will last at least two weeks.

- **Evening work compensation**

15% of the base hourly salary. Paid for work carried out between 18.00 and 21.00.

- **Night work compensation**

30% of the base hourly salary during general working hours, 40% in period-based work as of 1 January 2026. Paid for work carried out between 21.00 and 6.00.

- **Saturday compensation**

25% of the base hourly salary. Saturday compensation is not paid if Sunday compensation is paid for the same period.

- **Temporary childcare leave**

If an employee is absent due to the sudden illness of their child who is under 12 years of age or has a disability, this absence does not reduce the employee's salary or use up their annual leave days in so far as the absence is necessary for arranging care. The maximum period of paid absence is three consecutive calendar days from the beginning of the illness.

- **Brief paid absences**

When the employer is notified without undue delay, an employee's own 50th and 60th birthday, the death of a family member and the funeral (funeral service day) of a family member or close relative, which fall on a working day are paid days off. The maximum duration of the absence is one day.

- **Meal compensation when travelling**

An employee is entitled to meal compensation when travelling outside their normal place of work within Finland. This compensation is only paid if the employee does not have an opportunity to prepare their own food or if food is not provided in any other way.

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When travelling abroad, an employee is entitled to meals or meal compensation paid by the employer for each day of travel. The compensation amount is the maximum meal compensation amount set by the Tax Administration.

- **Experience increments**

An employee's minimum hourly salary under the collective agreement will increase after the following periods of work qualifying for an experience increment: 12 months (1 year), 36 months (3 years), 60 months (5 years), 96 months (8 years), 132 months (11 years) and 168 months (14 years).

Work deemed to qualify for an experience increment includes the months of work as a personal assistant or in a similar capacity during which the employee has worked a total of at least 30 hours or 14 working days in one or more employment relationships.

In the Oima service, work experience months are automatically accumulated for personal assistant employment relationships for which a salary has been paid in Helsinki through Oima. In this case, if the criteria are met, the experience increment is paid without a separate application. If the assistant has other previous experience as an assistant or in a similar position, the employer must apply for an experience increment with the payroll department of Financial Management Services.

- **Pay groups**

The employer can apply for the right to a higher pay group under the collective agreement for their assistants if said assistants' duties include tasks involved at higher salary levels.