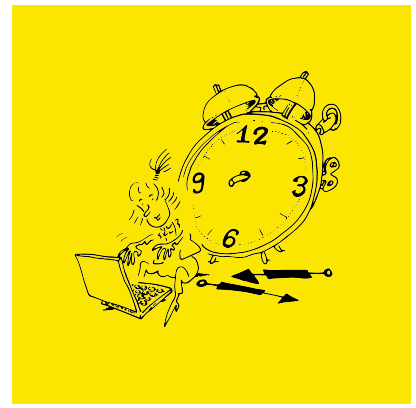


# Short-Time Working

Technical and expert advice regarding short-time work



You have to switch to short-time work? We provide you with comprehensive support in the area of short-time work. Either with specialist advice from our experts on the current legal basis. Or we show you technically how you can implement short-time work in your SAP Payroll or Swiss Salary System.

## What is short-time work?

Short-time work entails a temporary reduction or complete cessation of operations within a company or within a department. Short-time work must only be introduced where unavoidable and economically essential. The aim of short-time work is to retain jobs by using the affected employer's unemployment insurance fund to cover wage costs for a certain period of time.

## Short-time work in the age of corona

The coronavirus has now reached Switzerland, and is making headlines worldwide. The Federal Council's decision on the 16th of March 2020 has forced many companies to introduce short time. Have you been affected? We're doing our best to carry on offering the best service even in this unprecedented time, and to support you in implementing short-time work.

Considering the current loss of working hours caused by the coronavirus, the following two premises must be differentiated:

- Economic grounds e.g. loss of demand due to fear of infection (article 32 paragraph 1 a of the AVIG)
- Official measures e.g. city lockdown (article 32 paragraph 3 of the AVIG in conjunction with article 51 paragraph 1 of the AVIV)

## Highlights

- Competent and pragmatic advice according to the current legal basis
- Correct system setting for SAP Payroll and Swiss Salary
- Individual solution finding depending on the situation
- Process auditing of time recording via payroll accounting

## Expert support for short-time working

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Our experts will be happy to advise you in any questions you might have regarding short-time work:

- We consider our clients' individual situations
- We are always up to date with the latest laws
- We have a professional network of experienced payrollers, social security consultants and experienced SAP advisors

## Technical short-time work support

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A SAP payroll advisor is normally the first port of call for any existing client wishing to technically add short-time work to their system. There isn't one simple solution here, rather a range of various possible solutions for balancing short-time damages in your books depending on your situation, scope or budget.

Balancing short time requires time management information on one hand and bookkeeping information on the other. Businesses may have various systems, from simple Excel spreadsheets to third party systems to SuccessFactors TimeSheet or SAP Time Management. We work with our client to establish the best and most efficient solution to balance short-time work against the unemployment insurance fund. We review the process from A to Z: from time management to payroll accounting and unemployment insurance fund forms to bookkeeping records.