

ENGLISH

Stål- och metall- industrin

Avtal och bilagor till
allmänna anställningsvillkor



1 april 2025 – 31 mars 2027

 INDUSTRI
ARBETSGIVARNA

 unionen


Sveriges
Ingenjörer


SVERIGES CHEFSORGANISATION

Agreements and annexes to General Terms and Conditions of Employment for Salaried Employees within the Steel and Metal industry

Föreningen Industriarbetsgivarna
(the Swedish Association of Industrial Employers)

Ledarna

Sveriges Ingenjörer
(the Swedish Association of Graduate Engineers)

Unionen

Period of validity: 1 April 2025 – 31 March 2027

**This is a translation of the Swedish Agreement.
The Swedish Agreement takes precedence.**

Grey sidebar
Amendments effective from 1 April 2025.

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Annex 1

Agreement on compensation for staggered working hours, on-call time and standby between Stål och Metall Arbetsgivareförbundet (Steel and Metal Employers' Association) and Unionen/Ledarna/Sveriges Ingenjörer

Joint notes

Section 1

In addition, the parties agreed to include in Sections 2–4 the following joint notes for the agreements on guidelines on compensation for staggered working hours, on-call time and standby.

Section 2

The parties agreed that notice of staggered working hours, on-call time and standby should be given to the salaried employees concerned as well as to the representatives of the salaried employees employed at the member company.

Section 3

The parties concluded that the question concerning reallocation of normal working time, working additional time to take off “bridge days” and the like, as well as preparatory and shutting-down tasks under Section 7 subsection 2:2 of the Agreement on General Terms and Conditions of Employment between Industriarbetsgivarna and Unionen/Ledarna/Sveriges Ingenjörer are not affected by this Agreement.

Section 4

The parties noted the following:

Under current annual leave, sick pay, overtime, travel time and pension provisions, the following applies to compensation for staggered working hours:

For compensation, holiday pay is paid in accordance with the Agreement on General Terms and Conditions of Employment Section 4 subsection 4. The same applies to compensation in lieu of annual leave. This compensation is not included in the calculation of overtime compensation or travel time compensation. For salaried employees who regularly work staggered working hours, the compensation is included in pensionable salary in accordance with the ITP agreement point A 3:1.

Compensation for standby and on-call time is to be included in the basis for holiday pay and compensation in lieu of annual leave*. For salaried employees who have regular on-call time or standby duty, the compensation is included in pensionable salary according to the ITP agreement point A 3:1. This compensation is not taken into account in the application of the other provisions mentioned above.

Guidelines concerning compensation for work during staggered working hours

1. The following guidelines are intended to be applied to work during staggered working hours. However, the local parties may, if there are specific reasons for doing so, agree on a different solution concerning compensation for work during such hours.
2. Staggered working hours refers to that part of the salaried employee's normal standard working time which is scheduled outside the normal daily working time schedule applicable at the salaried employee's place of work.

Staggered working hours are compensated in accordance with point 4 below.

* See Section 4 subsection 4:1 of the Agreement on General Terms and Conditions of Employment between Industriarbetsgivarna and *Unionen/Ledarna/Sveriges Ingenjörer*.

Notes for the record

- a) *The parties agree that there should be reasonable grounds for scheduling work during staggered working hours. However, if the salaried employees' party in an individual case claims that there are no reasonable grounds for scheduling work during staggered working hours, the employer may still schedule staggered working hours pending the outcome of the negotiations that may be requested.*
 - b) *Where a flexitime system is applied, no compensation is provided for working time within the outer limits of the normal daily working time schedule, i.e. within what is termed the "bandwidth".*
3. As far as possible, the employer should notify the salaried employee concerned of the scheduling of work during staggered working hours no later than 14 days in advance. This notification should also include information about the estimated duration of the scheduling of work during staggered working hours.

4. Staggered working hours are compensated at hourly rates as follows:

18.00 to 07.00 on weekdays

monthly salary
540

From 07.00 on Saturdays, from 18.00 on Twelfth Night and the days before 1 May, Ascension Day, Sweden's National Day and All Saints' Day to 06.00 on the next weekday, and from 06.00 to 07.00 on Whitsun Eve, Midsummer Eve and Christmas Eve

monthly salary
300

From 07.00 on Whitsun Eve, Midsummer Eve and Christmas Eve and from 18.00 on Maundy Thursday and New Year's Eve until 06.00 on the first working day after each public holiday

monthly salary
150

5. An agreement on derogations from the above compensation rules may be made with a salaried employee in a more qualified position to whom reasonable compensation is paid in some other arrangement.
6. Compensation for staggered working hours and overtime compensation cannot be paid for the same hours.

Guidelines concerning compensation for on-call time

1. The following guidelines apply to compensation for on-call time. In special circumstances the local parties are entitled to reach an agreement on another solution.
2. On-call time refers to time when a salaried employee is not required to work but is required to be at the disposal of the employer at the workplace to work when the need arises.
3. On-call hours are compensated per on-call hour at the following rates:

monthly salary
600

However, the following applies:

Friday–Sunday

From Friday 18.00 to Saturday 07.00

monthly salary
540

From Saturday 07.00 to Monday 06.00

monthly salary
300

Public holidays

From 18.00 the day before to 07.00 on Epiphany, 1 May, Ascension Day, Sweden’s National Day and All Saints Day

monthly salary
540

From 07.00 on Epiphany, 1 May, Ascension Day, Sweden’s National Day and All Saints Day to 06.00 on the first working day after each public holiday

monthly salary
300

From 07.00 on Whitsun Eve, Midsummer Eve and Christmas Eve and from 18.00 on Maundy Thursday and New Year’s Eve until 06.00 on the first working day after each public holiday

monthly salary
150

Compensation for on-call time is paid per shift of a minimum of 8 hours. Where appropriate, this is reduced by the time for which overtime compensation is provided.

4. An agreement on derogations from the above compensation rules may be made with a salaried employee in a more qualified position to whom reasonable compensation is paid in some other arrangement.
5. On-call duty is to be distributed so that it does not unduly burden any individual salaried employee.

The on-call time schedule should be drawn up in good time.

Guidelines concerning compensation for standby duty

1. The following guidelines apply to compensation for standby. In special circumstances the local parties are entitled to reach an agreement on another solution.
2. Standby refers to time when a salaried employee is not required to work but is required to be available for attendance at the workplace within the prescribed time.
3. Standby is compensated per standby hour at the rate of:

$$\frac{\text{monthly salary}}{1400}$$

However, the following applies:

Friday–Sunday

From Friday 18.00 to Saturday 07.00

$$\frac{\text{monthly salary}}{1000}$$

From Saturday 07.00 to Monday 06.00

$$\frac{\text{monthly salary}}{700}$$

Public holidays

From 18.00 the day before to 07.00 on Epiphany, 1 May, Ascension Day, Sweden's National Day and All Saints Day

$$\frac{\text{monthly salary}}{1000}$$

From 07.00 on Epiphany, 1 May, Ascension Day, Sweden's National Day and All Saints Day to 06.00 on the first working day after each public holiday

$$\frac{\text{monthly salary}}{700}$$

From 07.00 on Whitsun Eve, Midsummer Eve and Christmas Eve and from 18.00 on Maundy Thursday and New Year's Eve until 06.00 on the first working day after each public holiday

monthly salary

350

Compensation for standby duty is paid per shift of a minimum of 8 hours. Where appropriate, this is reduced by the time for which overtime compensation is provided.*

4. Where a salaried employee on standby is ordered to report for work, overtime compensation is provided for the time worked with a minimum of 3 hours. The necessary travel costs to the workplace are reimbursed by the employer.
5. An agreement on derogations from the above compensation rules may be made with a salaried employee in a more qualified position to whom reasonable compensation is paid in some other arrangement.
6. Standby duty is to be distributed so that it does not unduly burden any individual salaried employee.

The standby schedule should be drawn up in good time.

* By agreement between Industriarbetsgivarna and Ledarna, the last paragraph of point 3 has the following wording: Compensation for standby duty is paid per shift of a minimum of 8 hours.

Annex 2

Working time (choice of three options – trevalet)

Each salaried employee is required to choose one of the following options each year by no later than 31 January:

- a reduction in working time corresponding to five days;
- an allocation to pension premiums corresponding to 3,0 per cent of the employee's paid monthly salary during the previous calendar year; or
- a cash payment in the form of a one-off amount equivalent to 2,5 per cent of the employee's paid monthly salary during the previous calendar year.

Comment

From April 1, 2025, an additional 0.5%, equivalent to 1 day, will be allocated to Trevalet, which provides the above levels applicable when taking time off, cash payment, or allocation to pension premiums. Since the working time reduction is earned in the calendar year before it becomes selectable, this additional allocation can be utilized from 2026. Note, however, that the additional allocation, when used in 2026, should be proportioned in relation to the fact that the earning year 2025 is only nine months. When taking time off, this means 4 days and 6 hours. When taking cash compensation, the allocation is calculated at 2.0% on earnings during the period January 1 - March 31, and at 2.5% on earnings during the period April 1 - December 31. Similarly, the calculation is made for allocation to pension premiums.

The contractual arrangements in 2001 and 2004 allowed the local parties to contribute 0.5 per cent to the local pool at four audit points instead of applying the choice of three options system above. If this has occurred, the employee's choice among the three options above is reduced pro rata.

Example:

If the local parties have exercised this option on two occasions, the three options in the *trevalet* system will consist of two days' leave, a 1.2 per cent allocation to pension premiums or a cash payment of 1.0 per cent.

Remarks:

- 1 *A salaried employee who chooses a reduction in working time does not have the right to save these days from one calendar year to another. Leave not taken during the calendar year will be compensated by a cash payment. This also applies to salaried employees who for any reason do not make any choice.*
- 2 *The annual amount paid in accordance with this Annex is included in the fixed salary which the employer is required to declare as pensionable salary in accordance with Division 1 or Division 2 of the ITP plan.*

Annex 3

Salaries agreements between Industriarbetsgivarna and Unionen (Steel and Metal industry)

1 Common points of departure

Industriarbetsgivarna and Unionen are both of the view that increased profitability, productivity, investment and innovation capacity in the member companies are crucial prerequisites for increased competitiveness and growth, thus creating better prospects for a positive wage trend for the salaried employees.

Productivity growth is a result of a creative process that assumes clear goals for the member company's operations and for its salaried employees. The member company's managers have a particular responsibility for setting goals and monitoring results.

The motivation for each development initiative should be to strengthen the member company's competitiveness. The skills and skills development of salaried employees are of great importance for the member company's productivity and revitalisation. It is therefore important to give them opportunities and motivation to develop their skills appropriately throughout their professional lives, which should be reflected in pay determination in practice.

2 Basic principles for wage formation in the member companies

2:1

Pay determination and the wage trend for salaried employees are dependent on the conditions that create the member company's financial circumstances, in particular productivity growth and the contribution of salaried employees to this.

Pay determination should therefore be part of a productivity and revenue-generating process and stimulate heightened efforts.

Pay determination is to be based on systematic and justified assessment.

The member company should also have criteria for pay determination for all career paths, such as specialists/experts and managers.

The same principles of pay determination are to apply to all salaried employees.

2:2

Pay determination is to be individual and differentiated on the basis of the requirements of the enterprise and the nature and content of the tasks, individual skills, capability and achieved results, as well as efforts to develop the skills of others that are important to the enterprise. What determines the individual's pay is primarily goal achievement and actual results.

Management skills, judgement and initiative, financial responsibility, ability to collaborate, and creativity and innovation capacity are to be taken into account when determining pay.

One starting point is that the salary rises with increasing responsibility and the degree of difficulty of the work and with the performance and capability of the salaried employee.

3 Salaries and wage trend

(Applies where Unionen has a local association or workplace representative entitled to negotiate at the workplace; in all other cases see point 4.)

3:1 Joint review

The fundamental principles for wage formation and the common points of departure set out in this Agreement assume that the local parties undertake a joint review of the Agreement's intentions and its application at the member company. With their knowledge of the member company's circumstances, the local parties should agree on a schedule for and the forms of salary review.

In advance of the salary negotiations to be conducted, the local parties are to analyse whether there are discriminatory or otherwise unjustified pay differences. If these analyses show that unjustified pay differences exist in the member company, these should be adjusted in connection with the salary reviews.

3:2 Performance appraisal

A review of each salaried employee's pay takes place in the run-up to the salary negotiations. The performance appraisal is a conversation between the salary-setting manager and the salaried employee and is based on the fundamental principles for wage formation and the common points of departure in this Agreement. Each salaried employee is to know on what basis their salary is determined and what the salaried employee can do to increase their salary.

3:3 Salary reviews

Unless the local parties agree on other time(s) during the Agreement period, a salary review will be implemented annually as of 1 April.

The review is to be conducted on the basis of “Common points of departure” and “Basic principles for wage formation in the member companies” as set out in points 1 and 2.

For the purpose of conducting these negotiations, the following are placed at the disposal of the local parties: for the first Agreement year, an undistributed pay increase of 2.4 per cent and, for the second Agreement year, 2.5 per cent of the payroll for members of Unionen on the day before the salary review date.

Pay determination is to take into account the increased experience of salaried employees in their positions, more qualified duties, increased job demands, more authority and responsibility, promotion and improved performance.

In connection with the salary review, in addition to the undistributed pay increase specified above, the local parties shall negotiate individual pay increases in order to maintain or achieve the desired pay structure for salaried employees.

For a salaried employee who receives little or no pay increase, special talks are to be held concerning the individual’s qualifications for their duties and current capacities, the need for skills-enhancing measures or other appropriate measures.

3:4 Lowest pay increase

Unless the local parties agree otherwise, each salaried employee covered by the salary review shall receive a minimum amount of SEK 481 and SEK 512 respectively per month from 1 April 2025 and 1 April 2026 respectively. These amounts refer to a full-time salaried employee. For part-time employees, the amount is reduced in proportion to their employment rate.

3:5 Minimum salary

The minimum monthly salary under the Agreement, currently SEK 20,937, will be increased from 1 April 2025 to SEK 21,544 and from 1 April 2026 to SEK 22,190

For workers who have been employed continuously for one year at the member company, the minimum monthly salary under the Agreement of currently SEK 22,342 is raised from 1 April 2025 to SEK 22,990 and from 1 April 2026 to SEK 23,680.

These amounts are deducted from the undistributed pay increase at the member company.

Where there are special reasons for doing so, a lower salary may be applied for a period of 12 months. The local parties are agreed on the meaning and application of the term “special reasons” in the member company.

4 Salaries and wage trend

(Applies where Unionen does not have a local association or workplace representative entitled to negotiate at the workplace. However, the employer may apply point 3 subsequent to an agreement with Unionen at the regional level.)

4:1 Performance appraisal

Each salaried employee’s salary is reviewed annually. The performance appraisal is a conversation between the salary-setting manager and the salaried employee and is based on the fundamental principles for wage formation and the common points of departure in this Agreement. Each salaried employee is to know on what basis their salary is determined and what the salaried employee can do to increase their salary.

4:2 Salary reviews

The salary review is to be conducted on the basis of “Common points of departure” and “Basic principles for wage formation in the member companies” as set out in points 1 and 2.

For the implementation of the salary review an undistributed pay increase of 2.9 per cent is available for the first Agreement year, for the second Agreement year, 3.0 per cent of the payroll for the members of Unionen on the day before the salary review date.

Pay determination is to take into account the increased experience of salaried employees in their positions, more qualified duties, increased job demands, more authority and responsibility, promotion and improved performance.

The undistributed pay increase will be distributed to individuals as of 1 April and is to be prepared and started in good time and implemented without delay.

In conjunction with the employer distributing the pay increase, individual talks with the salaried employees concerned are to be held.

4:3 Lowest pay increase

Upon completion of the salary review, each salaried employee covered by the salary review shall receive from 1 April 2025 and 1 April 2026 respectively a minimum amount of SEK 481 and SEK 512 respectively. These amounts refer to a full-time salaried employee. For part-time employees, the amount is in proportion to their employment rate.

4:4 Minimum salary

The minimum monthly salary under the Agreement, currently SEK 20,937, will be increased from 1 April to SEK 21,544 and from 1 April 2026 to SEK 22,190.

For workers who have been employed continuously for one year at the member company, the minimum monthly salary under the Agreement of currently SEK 22,342 is raised from 1 April 2025 to SEK 22,990 and from 1 April 2026 to SEK 23,680.

These amounts are deducted from the undistributed pay increase at the member company.

4:5 Talks

If a salaried employee does not feel that they have received an acceptable salary increase, talks should be held between the salary-setting manager and the salaried employee concerning the employee's qualifications for their tasks, and the need for skills-enhancing measures or other measures. Talks should also be held between the salary-setting manager and the salaried employee if the latter feels that the employer has not complied with the "Basic principles for wage formation in the member companies" in the salaries agreement. In the event of a disagreement on the application of the salaries agreement, the salaried employee concerned may contact the regional offices of Unionen to call for local negotiations.

5 Negotiation procedure

Where agreement on the application of this Agreement is not reached in local negotiations, the relevant local party may call for central negotiations. Before this is done, the negotiations may be adjourned prior to central consultations in order to clarify the intentions of the Agreement.

Annex 4

Salaries agreement between Industriarbetsgivarna and Sveriges Ingenjörer (the Steel and Metal industry)

Industriarbetsgivarna (The Swedish Association of Industrial Employers) and Sveriges Ingenjörer (the Swedish Association of Graduate Engineers) have agreed that the following agreement shall apply to the member companies of Industriarbetsgivarna (steel and metal industry agreement sector) and the members of Sveriges Ingenjörer working at these member companies.

For the purposes of this Agreement, the term “graduate engineers/members” means other university graduates represented by Sveriges Ingenjörer.

1 Common points of departure

Industriarbetsgivarna and Sveriges Ingenjörer are both of the view that increased profitability, productivity and innovation capacity in member companies are crucial prerequisites for increased competitiveness and growth, thus creating better prospects for a positive wage trend for the graduate engineers.

Productivity development is the result of a creative process that assumes clear goals for the member company’s operations and for the civil engineer. The member company’s managers have a particular responsibility for setting goals and monitoring results.

The motivation for each development initiative should be to strengthen the member company’s competitiveness. The education and skills development of graduate engineers are of great importance for the member company’s productivity and revitalisation. It is therefore important to give them opportunities and motivation to develop their skills appropriately throughout their professional lives, which should be reflected in pay determination in practice.

2 Basic principles for wage formation in the member companies

2:1

Pay determination and wage formation for graduate engineers are dependent on the conditions that create the member company’s financial circumstances, in particular productivity growth and the contribution of graduate engineers to this.

Pay determination is to be part of a productivity and revenue-generating process and stimulate heightened efforts.

Pay determination is to be based on systematic and justified assessment.

The member company should have criteria for pay determination for all career paths, such as specialists/experts and managers.

The same principles of pay determination are to apply to all graduate engineers.

2:2

Pay determination is to be individual and differentiated on the basis of the requirements of the enterprise and the nature and content of the tasks, individual skills, capability and achieved results, as well as efforts to develop the skills of others that are important to the enterprise. What determines the individual's pay is primarily goal achievement and actual results.

3 Salaries and wage trend

3:1 Joint review

The fundamental principles for wage formation and the common points of departure set out in this Agreement assume that the local parties undertake a joint review of the Agreement's intentions and its application at the member company. With their knowledge of the member company's circumstances, the local parties should agree on a schedule for and the forms of salary review.

In advance of the salary negotiations the local parties are to analyse whether there are discriminatory or otherwise unjustified pay differences. If these analyses show that unjustified pay differences exist in the member company, these should be adjusted in connection with the salary reviews.

3:2 Performance appraisal

Each graduate engineer's salary is reviewed annually. The performance appraisal is a conversation between the salary-setting manager and the graduate engineer and is based on the fundamental principles for wage formation and the common points of departure in this Agreement. Each graduate engineer is to know on what basis their salary is determined and what the graduate engineer can do to increase their salary.

3:3 Salary reviews

The local parties are to carry out one salary review per Agreement year. The salary review is to occur on 1 April unless the parties agree otherwise.

The salary reviews are to be conducted on the basis of the “Common points of departure” and “Principles for pay determination” as set out in points 1 and 2.

The pay increases shall apply from 1 April 2025 and 1 April 2026 respectively, unless otherwise agreed.

For the purpose of conducting these negotiations, an undistributed pay increase of 2,4 per cent is available to the local parties for the first Agreement year and, for the second Agreement year, 2.5 per cent of the payroll for the members of Sveriges Ingenjörer on the day before the salary review date.

In connection with the salary review, in addition to the undistributed pay increase specified above, the local parties shall negotiate individual pay increases in order to maintain or achieve the desired pay structure for the graduate engineers group.

Pay determination is to take into account the increased experience of graduate engineers in their positions, more qualified duties, increased job demands, more authority and responsibility, promotion and improved performance.

For a member who receives little or no pay increase, special talks are to be held concerning the individual's qualifications for their duties and current capacities, and the need for skills-enhancing measures or other appropriate measures.

4 Negotiation procedure

4:1

If Sveriges Ingenjörer does not have a local branch at the member company, proposals are submitted to and consultation takes place with the individual graduate engineer.

4:2

In the case of disagreement between the local parties concerning the forms for the salary review's implementation, the central parties are to be consulted before the local negotiations are concluded. In such cases, via talks, the central parties shall assist in establishing the conditions for a local agreement on this issue.

4:3

If the local parties cannot agree, the party may call for central negotiations.

Annex 5

Technical instructions for Unionen and Sveriges Ingenjörer

1 Scope of the salaries agreements

a) Areas of application of the salaries agreements

The salaries agreements only apply to members of Unionen/Sveriges Ingenjörer and in member companies of Industriarbetsgivarna, Steel and Metal industry agreement sector.

The agreement for each Agreement year covers only those salaried employees who began their employment at the member company no later than 31 March 2025 and 31 March 2026 respectively.

b) Derogations

The Agreement does not apply to salaried employees who began their employment at the member company no later than 31 March 2025 and 31 March 2026 respectively, and who:

- are temporary employees whose employment has not been continuous for six months
- are probationary employees
- hold a position that constitutes an external activity
- remain in service at the member company after their retirement age has been reached
- have been on leave without pay for at least three months – counted from the date of the salary review – for reasons other than sickness or parental leave.

c) Employment contracts concluded after 1 October 2024 or 1 October 2025 respectively

If an employment contract has been concluded after the above dates and an agreement has been made that the agreed salary shall apply irrespective of the 2024 or 2025 salary agreements respectively, the salaried employee shall not be covered by the salary review.

d) Salary review already completed

If pay increases have been provided pending the 2025 salaries agreement, these are to be taken into account unless otherwise agreed by the local parties.

e) Contractual salary

The salaries agreements are also applied to a salaried employee with a contractual salary, unless it is clear from the circumstances that this was not the intention at the time the contract was drawn up or renewed.

f) Salaried employees who have terminated their employment

Without specific prompting, member companies should pay to salaried employees who have terminated their employment what they could have claimed after the salary review.

g) Member companies with operations at multiple units

In the case of member companies operating in multiple localities or in multiple units in one and the same locality:

- The member company shall apply the provisions in the agreements to the member company as a whole, if this has been “clear usual practice” in the case of previous salary reviews or if locally agreed in connection with the application of the current salaries agreement.
- In other cases, the member company is to apply the salaries agreements for each locality where the member company operates, and for each unit of the member company in the same locality.

h) Salaried employees on parental leave

A salaried employee who is or has been on parental leave shall normally be assured the same general wage trend during their leave as when the employee is working in full accord with their normal working time.

2 Retroactive calculations etc.

Retroactive calculations

When the salary agreement for 2025 or 2026 respectively is to be applied from 1 April, some forms of remuneration and deductions must be calculated retroactively from these dates. The following applies to overtime compensation paid, pay deductions made for leave of absence without pay, and sickness deductions.

Overtime compensation is to be calculated retroactively. Unless locally agreed that the calculation is to be made individually, the “standard method” – which involves calculation using the average pay increase at the member company within each association – is to be applied.

The average rates used when the standard method is applied for unionised salaried employees should also be applied to non-unionised salaried employees.

When a salaried employee on long-term sick leave or parental leave receives a retroactive pay increase, compensation shall be paid for the difference between the sickness benefit/parental benefit actually paid and the sickness benefit/parental benefit that would have been paid if the new salary had been used as the basis for the calculation. This retroactive compensation is payable from the date of the pay increase. This applies on condition that retroactive compensation cannot be obtained from Försäkringskassan (the Swedish Social Insurance Agency).

Pay deductions for leave of absence without pay are to be calculated retroactively. The calculation must be done individually. Use of the standard method is not permitted.

Sickness deductions are to be calculated as follows:

Sickness deductions up to the 14th calendar day are to be calculated retroactively,

but from the 15th calendar day, no retroactive calculation of sickness deductions is to be made.

3 Commissions and incentive pay

The rules governing commissions and incentive pay remain unchanged from previous years.

As far as possible and taking into account that it is in the nature of these forms of pay that the annual earnings for the individual salaried employee can vary, for salaried employees paid commissions and paid in profit shares, the earnings trend in the long term should remain consistent with that of other salaried employees.

For salaried employees with incentive pay, the same principles apply to pay increases as for other salaried employees.

4 Specific pension issues

Application of the Agreement to pension contingency

If a pay increase is provided to a salaried employee who is no longer employed on 1 April 2025 or 1 April 2026 respectively, and who is entitled to a pension, the pay increase shall not constitute pensionable salary.

However, if the employment ended due to a pension contingency, the pay increase shall be pensionable.

Notification of pensionable salary

The member company is to report to Collectum/PRI any increase in salary resulting from this Agreement as pensionable salary.

Annex 6 Agreement on local wage formation – Ledarna

Industriarbetsgivarna and Ledarna have agreed that the following Agreement shall apply to member companies in the Steel and Metal industries and to members of Ledarna within the parties' common sphere of activities.

1 Common points of departure

With this Agreement, Industriarbetsgivarna and Ledarna aim to contribute to increased productivity, profitability and competitiveness in their member companies, thus creating better prospects for a positive wage trend. This assumes well-developed and effective leadership within all functions at the member company.

Managers are the employer's representatives and have a special responsibility for ensuring that set goals are achieved and that results are followed up. This requires the continuous development and empowerment of the individual. In order to successfully communicate the member company's business concepts, key success factors and goals, managers must receive support and training and have reasonable conditions for being able to utilise this Agreement.

The Agreement provides the framework for the local wage formation process, where the point of departure is a dialogue between the manager and the employee. The key words in this dialogue are:

- individual goals and priorities
- skills development
- results and performance
- pay and rewards

The employer informs all those concerned about the Agreement and its practical management.

If there are local representatives of Ledarna, the local process description is to be formulated jointly. The parties share a joint responsibility for quality assurance of the process. Common support material provides guidance in this work.

With regard to the principles for wage formation and their application in practice, the central parties can provide advice and support.

2 Fundamental principles

2:1

The application of the Agreement is adapted to local conditions and assumes engagement, trust and responsibility.

2:2

The member company's salary policy and well-known pay criteria are the basis for pay determination. Managers are to be valued on the basis of their ability to generate results through their leadership.

2:3

Pay is to be determined individually and differentiated on the basis of the enterprise's requirements, the nature and content of the individual's duties, skills, capability and achieved work results.

2:4

The quality and evolution of the dialogue are based on taking joint responsibility.

3 The local process

The member company is responsible for initiating the pay process. For the process to function effectively, a description of how the process is to be applied needs to be drawn up in order to provide quality assurance. This process description should be in writing.

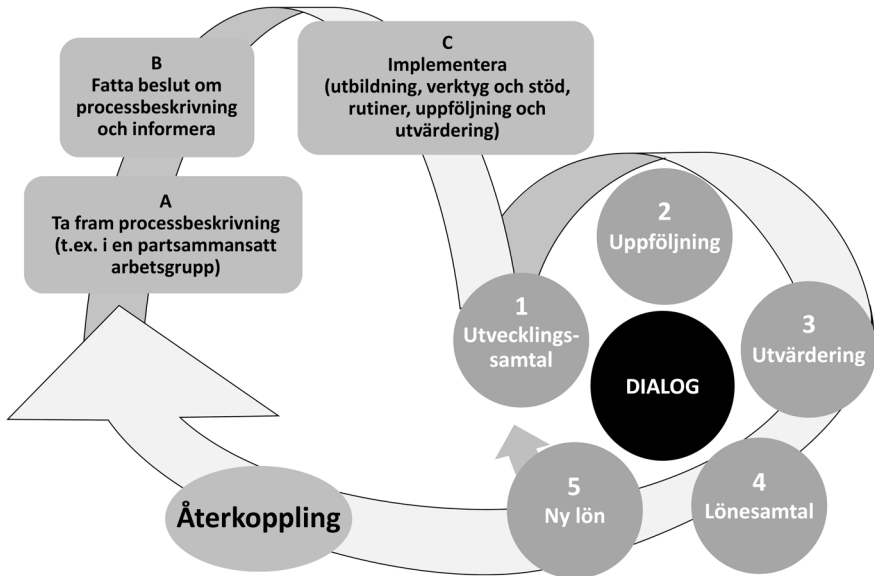
The member company defines which individuals are responsible for the pay process. In connection with this, their authorities and duties are clarified.

It is particularly important that the way in which the dialogue is to be conducted and followed up as well as the timing of the salary review are apparent. It is a good idea to set salary review dates for different individuals on different dates according to a specific order, e.g. month of employment.

If there are local representatives of Ledarna, the parties are to jointly produce a description of how the Agreement is to be applied in their own member company, based on the intentions of the Agreement. They must also agree on how the employer's proposals for individual salaries are to be presented to the local representatives.

If there are no local representatives, the salary-setting manager and individual member of Ledarna are to agree on the dates and forms for the career development talk, follow-up, salary dialogue and salary review date in accordance with the Agreement's points of departure and principles.

Subsection 1 The parts of the process – an overview



4 Manager dialogue

Dialogue between the manager and the individual concerned about goals, priorities, expectations and career development needs is of great importance. The focus is on establishing a process in which the individual's results, performance, skills and wage trend are tied together. This dialogue is based on the employee's mission and individual circumstances, with skills planning being a given element.

Dialogue between manager and immediate superior will work best if both parties have prepared themselves for the dialogue.

The dialogue should include the following elements: career development talk, follow-up, evaluation, performance appraisal and justification of the new salary.

5 Pay determination principles

Pay is to be determined individually and differentiated according to the member company's salary policy and well-known pay criteria.

Individual pay determination includes aspects such as the ability to manage and cooperate with others; judgement; technical, financial and personal responsibility;

the ability to develop employees; as well as initiative, creativity and innovation capacity; and an ability to see the big picture are important assessment criteria for the role of manager.

Pay is to be reviewed at least once per 12-month period. Employees on parental leave are included in the annual pay process.

The immediate manager is to have a decisive influence on pay determination. A new salary must always be presented and justified in a planned conversation.

When an employee is promoted or changes position, their salary is reviewed.

6 Special talks in the event of no pay increase

For members of Ledarna who are offered little or no pay increase, special talks are to be held. At these talks, the member's qualifications for their duties and current capabilities, and the need for skills-enhancing measures or other appropriate measures are discussed. The results are documented.

7 Negotiation procedure

7:1 Common points of departure

It is within the spirit of the Agreement for questions about individual pay determination and the wage trend to be primarily resolved in the dialogue between a member of Ledarna and their manager. In the event that the issues cannot be resolved, the member should contact Ledarna, at which point the provisions in this negotiation procedure apply.

Local parties are to endeavour to reach a local agreement on the format of the pay process and how the Agreement is to be applied. If the parties do not agree, they may call for negotiations in accordance with the provisions in this negotiation procedure.

Remarks

In the event that an employer does not initiate discussions on the format of the pay process at all, or otherwise disregards the application of this Agreement, the negotiation procedure in the general terms and conditions agreement for the relevant employers' association within Industriarbetsgivarna shall apply.

7:2 Local negotiations

Local negotiations regarding the pay process and how the Agreement is to be applied are to be called for no later than three weeks after either party declares that the party is of the opinion that there is disagreement on an issue. Before local

negotiations are concluded, the central parties should be consulted on the application of the Agreement. The focus is to be on avoiding the need to resort to central negotiations.

7:3 Negotiations in the event of disagreement on individual pay

In the event of disagreement with the employer's proposal for an individual salary, local negotiations must be called for no later than seven days after the employer has submitted its proposal. Negotiations must begin no later than three weeks after being called for. Before local negotiations are concluded, the central parties may be consulted on the application of the Agreement.

7:4 Central negotiations

Central negotiations are to be called for by central parties at the latest three weeks from the date on which the local negotiation were declared at an end.

7:5 Referral to the Pay Issues Board

If the parties cannot reach agreement in central negotiations, the case may be referred to the Pay Issues Board for an opinion. This must be done at the latest three weeks after the central negotiations have been concluded. The Board is to issue an opinion on the dispute arising under this Agreement within two months.

The Pay Issues Board consists of four members, two of which are appointed by the affected employers' association and two of which are appointed by Ledarna. The affected employers' association and Ledarna also each appoint their own secretary. If the Board is in agreement, it may act as an arbitration panel with an impartial chair appointed by the Board.

7:6 Limitation period

If a party fails to observe the time limits set out above, the party loses the right to pursue the matter further and the employer then has the right to determine the salaries.

8 No strike clause

This Agreement has a no strike clause for both local and central parties in respect of the matters governed by the Agreement.

If it has not been possible to reach agreement on the individual salaries in central negotiations, Ledarna or Industriarbetsgivarna may decide on the suspension of the no strike clause within the member company in question or the part thereof covered by the negotiations. Notice of this shall be given immediately to the other party.

To be valid, notice of industrial action must have been issued by the Board of the union or by the Board of Industriarbetsgivarna.

In all other cases, the rules on industrial action in the applicable legislation and agreements are applied.

9 Term of the agreement etc.

This Agreement enters into force on 1 April 2016 and will remain in force until further notice, subject to three months' notice of termination by either party. The parties are agreed that this Agreement is to be notified to the National Mediation Office for registration.

The Agreement remains on foot for the same term as the existing agreement on general terms and conditions and therefore no separate notice of termination is required.

Annex 1 to Agreement on local wage formation

Discussion points to be dealt with in the local process

These points are intended as support for the establishment of a well-functioning local wage formation process that is suited to the enterprise. These points can also be used to monitor and assure the quality of the process that already exists at the member company.

The purpose of these points is to clarify roles, responsibilities and working methods, while at the same time they may also provide new angles.

1. The benefits of locally adapted wage formation for managers
2. Input from salary-setting managers and management prior to the salary review
3. The desired development of the individual(s)
4. Responsibilities and authorities
5. The type of conversation to be conducted
6. The necessary training, support and resources
7. Quality assurance of conversations, assessments and justifications of new salary
8. Documentation of conversations and agreements
9. Handling of situations where the manager and the employee whose pay has been determined do not agree on the new salary
10. The schedule for review periods
11. Management's communication with salary-setting managers of the circumstances prior to the salary review

Bear in mind that evaluation and development of the wage formation process assures the quality of the application of the Agreement and serves the needs of the

Annex 2 to Agreement on local wage formation

Content of the manager dialogue

The dialogue between the member and their manager will work best if both parties have prepared themselves for the dialogue.

Areas that should be raised in the dialogue concerning the manager's mission and circumstances are:

- * Mission and areas of responsibility
- * Skills and career development
- * Responsibilities and authority
- * Organisational support (administrative, HR, immediate manager, colleagues, co-workers)
- * Understanding of and relationship with the member company's other activities
- * Expectations and conditions in the management role
 - *Form of feedback and regularity*
 - *Expected leadership*
 - *Availability and flexibility*
 - *Access to support functions*
 - *Workload*

Support material

Examples of questions:

1. What characterises good leadership and how do we evaluate it?
2. How would you describe your mission and your areas of responsibility?
3. How clear do you think the division of responsibilities is within the member company?
4. What degree of discretion do you think you have?
5. What influence do you have on overarching decisions and the

direction of the enterprise?

6. What do you perceive your own skills development needs are – in the short and long term?
7. What has the highest priority right now?
8. What would you like to spend more time on?
9. What would you like to spend less time on?
10. To what extent and in what forum can you discuss and reflect on the enterprise?
11. What is your thinking concerning your availability in your managerial role?
12. How does your work affect your private life?
13. What support do you need in your managerial role to best manage your mission?
14. What can I do to help ensure that you have the right conditions for your mission?
15. How would you describe your relationship with your co-workers?
16. How and from whom do you get feedback on your performance?
17. What information do you need to manage your mission?

Annex 7

Agreement on variable working hours – Flexibility and Security (Unionen and Ledarna)

Introduction

Notwithstanding the normal working time rules in the working time agreement, a local agreement may be reached at the member company which means that, for all or some of the salaried employees, the following system called Flexibility and Security is applicable.

If there is local deployment of this system, the local partners may agree to allocate part of the undistributed pay increase to this system. In the event of such an allocation, 0.5 per cent corresponds to nine hours.

Section 10 b of the Working Hours Act (*Arbetsstidslagen*) applies in the case of local deployment in accordance with this annex. This means that the total working time (normal time, overtime, additional time and on-call time) for each seven-day period must not exceed 48 hours on average over a calculation period of four months.

Normal working time is calculated per non-holiday week. Credit and debit hours in the system will arise in relation to the normal working time that applies for the salaried employee in the member company during the period when the system is not being applied.

Salaried employees with contracted-out overtime or unregulated working time are excluded from the application of the system unless a separate agreement has been reached with the salaried employee concerned.

Variable working hours – Flexibility and Security

To be able to even out fluctuations in capacity utilisation and demand, a system of variable working hours and personal working time accounts is introduced that uses a banked hours account and a time credits account.

Banked hours account

The local parties may agree to allocate hours to a special banked hours account. For each employee, the number of hours agreed locally is added to the banked hours account on 1 January each year. If the individual's employment begins after 1 January the same number of hours is allocated on the date of employment.

Employers and employees each contribute half of these hours.

In the event of a reduced need for work, the employer may reduce the normal working time by scheduling hours from the banked hours account as time off. For the hours by which the working time is reduced, compensation is paid for lost earnings.

Initially, allocated hours are offset against any debit balance as shown below. Surplus hours are then allocated to the banked hours account.

The balance of the banked hours account must not at any time exceed 150 hours.

The local parties can agree on a different upper limit for the banked hours account.

Time credits account

If there is an increased need for work, the employer may increase the normal working time. Normal salary is paid.

The extra hours worked during a period when working time has increased in relation to normal working time are to be transferred to a time credits account, whereby each hour is adjusted upwards by a factor of 2.

In the first instance, however, additional hours worked – including the factoring – are to be used to offset any debit balance. The surplus hours are then allocated to the time credits account.

If there is a credit balance on the time credits account, the employer may also use these hours to reduce the employee's normal working time.

The balance of the time credits account must not at any time exceed 150 hours.

The local parties can agree on a different upper limit for the time credits account.

Scheduling of time off – debit balance

In the case of reduced working time, the hours in the banked hours account are to be used in the first instance.

If there are no hours in the banked hours account, the hours available in the time credits account may be used instead.

If there are no hours in the time credits account to use, working time can be reduced further, resulting in a debit balance arising. The debit balance may not exceed 150 hours, or another number of hours agreed locally.

Reconciliation

The banked hours account and the time credits account are to be reconciled each year on 31 December unless the local parties agree on a different date.

Unless the local parties agree otherwise, the balances on the banked hours and time credits accounts remain on 1 January of the following year.

At reconciliation, the local parties may agree that the hours contributed by the employee and remaining in the banked hours account are to be paid out in cash. If such compensation is paid, the corresponding number of hours contributed by the employer are to be removed from the banked hours account at the same time. For salaried employees who were employed for part of the year, compensation is paid in proportion to the length of employment.

At reconciliation, the local parties may agree that hours added to the time credits account during a period of increased working time are to be paid out in cash if the individual so wishes, but in this case only the actual number of hours worked shall be compensated.

Absences (annual leave, sick leave, leave of absence without pay, paid leave etc.)

Absences are to be handled neutrally in relation to the system. During the period of absence, regardless of the reason, no credit or debit balance arises.

End of employment

When employment ends, cash compensation is paid for any remaining hours in the banked hours account contributed by the employee. The compensation is paid pro rata in relation to how much of the year the employment contract has been on foot. Available hours in the time credits account are paid out in cash, but only in the amount of the actual hours worked.

If a debit balance has arisen, a set-off shall occur. However, no set-off is to occur if the employment has ceased owing to shortage of work, retirement or where a temporary employment contract has expired and, owing to a shortage of work, the salaried employee cannot be offered ongoing employment. In the event of termination of employment for personal reasons, no set-off shall take place if the personal reasons are related to sickness. If the salaried employee resigns after the employer has given notice of redundancies owing to shortage of work under the salaried employees' collective agreement, no set-off shall occur either.

Talks and notice

Before the employer decides on a reduction or increase in working time applying this subsection, the employer shall present the proposal and the reasons for it in

talks with the local employees' party. These talks replace negotiations under the Employment (Co-determination in the Workplace) Act (*medbestämmandelagen*, MBL).

If the local parties cannot agree on how the working time is to be scheduled, the employer's position is to be adopted. The time is then to be distributed as evenly as possible over time and among the employees affected by the arrangement. In doing so, both the requirements of the enterprise and the legitimate interests of the individuals involved are to be taken into account.

Normally, 14 days' notice is to be provided of changes in the normal working time schedule. In the case of unforeseen events or when the enterprise otherwise so requires, shorter notice may be applied. Reasonable consideration should always be given to the individual's prospects for adapting to the change.

If the union party considers that the employer is using their decision-making power in breach of the intention of this subsection, the normal negotiation procedure for disputes shall apply.

Annex 8

Partial pension agreement

Provision to partial pension

During the Agreement period, an additional pension provision totalling 0.5 per cent is made. A provision of 0.2 per cent is to be made as of 1 April 2017, in total 1.0 per cent, and 0.3 per cent as of 1 April 2019, in total 1.3 per cent. An additional provision of 0.4 per cent as of 1 November 2020 is to be made, i.e. a total of 1.7 per cent.

From 1 April 2023 and 1 April 2024 respectively an additional provision of 0.2 per cent is to be made each year, resulting in a total provision as of 1 April 2024 of 2.1 per cent.

The purpose of the pension provision is to enable the salaried employee to take a partial pension from the age of 60. The provision is a supplement to ITPK for those covered by ITP 2 and for others as a supplement to ITP 1.

Right to part-time employment

Salaried employees have the right to reduce their working time from the age of 60 to enable a partial pension to be taken. However, this is dependent on it being reasonable with regard to the requirements and needs of the enterprise. A salaried employee wishing to exercise this right shall apply no later than six months before a part-time employment contract is to enter into force, after which consultation shall take place between the salaried employee and the employer. The point of departure is that the working time thereafter must be 80 per cent of full-time. Another reduction in working time can be agreed. Special consideration should be given to the circumstances at smaller member companies. If the employer intends to reject the salaried employee's request, the employer is to inform the employee and the employee's trade union organisation. In connection with this, the reasons why the employer intends to reject the application must be stated. Negotiations may be requested on this issue in accordance with the negotiation procedure in force.

For a salaried employee who exercises their right to take a partial pension, and who is covered by ITP 2, the employer shall notify Collectum of the employee's previous full-time salary so that the retirement pension from the age of 65 will not be affected by the employee's partial retirement.

Annex 9

List of separate agreements not included in the printed agreement

Flexitime

The agreement between SAF and PTK of 22 October 1979 on guidelines for flexitime applies between SMF and the salaried employees' organisations.

Collection of membership fees

The agreement between SMF and SIF of 15 December 1980 on the employer's involvement in the collection of SIF's membership fees.

Gender equality agreement

The agreement between SAF-LO-PTK of 3 March 1983 on measures to promote equality between men and women in working life applies between SMF and the salaried employees' organisations.

Non-compete clauses

The agreement between the Confederation of Swedish Enterprise and PTK on the use of non-compete clauses in employment contracts and associated arbitration rules for the arbitration board in inventor and non-compete disputes of 2 July 2015.

Pension and group life insurance

The agreement on ITP of 30 September 1976 prolonged on 29 November 1985 between SAF and PTK applies between SMF and the salaried employees' organisations.

The same applies to the occupational group life insurance (TGL) agreement of 19 February 1976 between SAF and PTK.

Incentive pay

The agreement between SAF and SIF/SALF/CF of 14 December 1969, as amended in 1977 on general terms and conditions and salary review issues in the case of incentive pay applies between SMF and the salaried employees' organisations.

The right to employees' inventions

The agreement between the Confederation of Swedish Enterprise and PTK on the right to employees' inventions and associated arbitration rules for the arbitration board in inventor and non-compete disputes of 2 July 2015.

Social security when serving abroad

The *Avtal om social trygghet för tjänstemän vid utlandstjänstgöring* (Social security agreement for salaried employees serving abroad) between SAF and PTK of 24 June 1985 applies between SMF and the salaried employees' organisations.

Employer's no-fault liability insurance (*Trygghetsförsäkring vid arbetsskada*)

The agreement of 29 March 1979 on AMF insurance policies, with subsequent amendments and addendums, applies between SMF and SIF/SALF/CF.

Job security agreement

The job security agreement between SAF and PTK of 5 April 1974 with later amendments applies between SMF and the salaried employees' organisations.

Development agreement

The development agreement between SAF, LO and PTK of 15 April 1982, with addendums and amendments, applies between SMF and Metall/SIF/SALF/CF.

The guidelines for productivity-enhancing measures together with related agreements and recommendations adopted by SMF and Metall/SIF/SALF/CF on 12 August 1983.



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