

LP ADVISORY

NEWSLETTER 04/2024

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IN THIS EDITION

1. Temporary workers hired in 2023 - mandatory communication to trade unions by 31 January

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Temporary workers hired in 2023 - mandatory communication to trade unions by 31 January 2024

To all the customers

We hereby inform you that, pursuant to the provisions of art. 36 par. 3 of Legislative Decree 81/2015, companies that availed themselves of workers hired by an employment agency under a temporary employment / work supply contract (referred to in the Italian system as *Contratto di Somministrazione*) during the course of 2023 are required to submit a mandatory annual communication to the company trade union organisations (RSA) or to the single trade union organisations (RSU) no later than 31 January 2024 or, in absence thereof, to the local trade union organisations (OO.SS) that are comparatively more representative at national level, providing data on the Outsourcing Contracts entered into in 2023.

The compulsory data required by the legislation are:

- the number of contracts concluded;
- the duration of the contracts;
- the number and qualification of the temporary workers employed.

In relation to the above, the communication should not include the names of the temporary workers employed but only their number.

The communication may alternatively be sent by:

- fax;
- hand delivery;
- registered letter with acknowledgement of receipt;
- certified electronic mail (PEC).

Failure to fulfil or incorrect fulfilment of the obligation to send the aforementioned communication will result in an administrative fine ranging from Euro 250 to Euro 1,250.

Attached hereto is a sample draft of the communication.

Our Firm remains available for any further clarification or need.

Milan, 22 January 2024



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Sample template of the compulsory communication on temporary workers

Dear RSU or RSA

Or

OO.SS Territoriali di Categoria

Milan, 22 January 2024

Subject: communication pursuant to art. 36, par. 3, of Legislative Decree 81/2015

With reference to the foregoing, we hereby inform you that the following temporary employment / work supply contracts have been entered into for the period from 01 January 2023 to 31 December 2023:

No. of contracts entered into	Duration of the contract	No. of workers concerned	Qualification of the workers concerned

Best regards.

Company stamp and signature