

Optare Guidelines Wageningen University

“Your customised employment benefits”

Wageningen University makes it possible for you to compile part of your own package of employment benefits. You may decide for yourself whether it would be more favourable to you to use money or time other than as normally arranged.

Your choices will have consequences for aspects such as your salary and/or your number of hours of leave. Every year you can make a selection in Optare from February to the beginning of November. You may make a selection with the aid of the Optare “tile” below the Staff button on your PC desktop and in this way compile your own package of employment benefits.

The choices that you make may not apply retrospectively.

Decentralised employment benefits (DEB) will apply: once you make an Optare selection, you are entitled to an annual DCA contribution of € 135,00 gross (a proportionate amount will apply in the case of part-time employees and those staff who enter the organisation's service during the year of choice). You can apply for this contribution via the Optare tile.

DEB sports contribution: once you have spent anything on sports equipment, you are entitled to an amount of €150.00 gross. WU has been authorised to request proof of this from you. Should such proof no longer be available, the amount will be recovered. This gross contribution will also be determined proportionately in the case of a part-time position and working hours. You can apply for this contribution via the Optare tile

Who may use Wageningen University Optare? (WU)

All Wageningen University employees whose appointment is for a definite or an indefinite term, who work full or part-time and who receive a fixed salary. Members of the executive board, staff who do not have a duty to perform work, student assistants, holders of PhD labour contracts), interns and temporary employees may unfortunately *not* participate.

Where an employee holds *multiple jobs* with Wageningen Research, a choice is made for each employment.

Those staff who avail themselves of the so-called 30% facility may only use their leave as a source because of tax regulations.

How does WU Optare work?

In Optare you may exchange money or time (the source) for something else (the target).

A summary of the combinations of sources and targets is shown below.

Sources	hours of leave	salary or fixed allowance	holiday allowance	end-of-year bonus
Targets				
Long-term savings model	X			
Extension of parental leave	X			
Study leave	X			
Extra hours of leave*		X	X	X
Trade union dues	X	X	X	X
Bicycle or electric scooter	X	X	X	X
Supplemental travel cost allowance*	X	X	X	X
Extra salary	X			

The procurement of additional leave is subject to a maximum equivalent to 10% of one's agreed working week in accordance with the relevant tax regulations. (This has been set at 190 hours in the case of a WU employee with a full-time position. A proportionate part of the working week will apply in the case of part-time staff and those employees who enter the organisation's service during the year of choice).

Questions

If you have any further questions concerning Optare and/or your salary payments, please submit them hr.servicedesk@wur.nl via (0317-4) 81111.