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**Recommendations of the Russian Tripartite Commission
for the Regulation of Social and Labour Relations regarding the conduct
of the social partners, workers and employers under conditions
imposed to prevent the spread of the coronavirus in the
Russian Federation**

Moscow 2020

I. General provisions

The recommendations of the Tripartite Commission for the Regulation of Social and Labour Relations regarding the conduct of the social partners, workers and employers under conditions imposed to the spread of the coronavirus in the Russian Federation have been designed to support coordinated efforts of the social partners and ensure social and economic stability.

The conduct of the social partners must be coordinated and aimed at:

- preventing spread of the coronavirus;
- preserving the competitiveness of organisations;
- protecting the labour rights of workers;
- ensuring stability in the labour market and maintaining income for citizens.

To achieve these goals, the Russian Tripartite Commission for the Regulation of Social and Labour Relations in its capacity as representative of nationwide associations of trade unions, nationwide associations of employers, and the Government of the Russian Federation recommend that the social partners do the following:

- promote employment and maintenance of income for citizens;
- preserve jobs and ensure that organisations continue to operate;
- apply public health and preventive measures within organisations and workplaces.

Government authorities at all levels with the involvement of employers and trade unions are implementing economic measures which are designed to support employers and citizens and which include targeted assistance, support of economic sectors, preserving jobs and personnel capacity in order to maintain income for the population.

Associations of employers and trade unions are jointly preparing proposals for submission to government authorities concerning regulation of social and labour relations and other economic relations connected with them in response to the developing situation as it unfolds in the economy and the labour market.

Implementation of the provisions of collective contracts and agreements, as well as of amendments and addenda to them, and consultations among the parties to social partnership concerning suspension of particular provisions of collective contracts and agreements shall be conducted in accordance with the Labour Code of the Russian Federation (hereinafter **Code**) and with the terms and conditions of collective contracts and agreements.

Rostrud [the Federal Service for Labour and Employment] is carrying out monitoring and oversight according to a special procedure established by the Government of the Russian Federation. It inspects employers only in cases of non-payment of wages and unlawful dismissal, and also in such other cases as may be stipulated by the Government of the Russian Federation.

In carrying out the measures designed to prevent the spread of the coronavirus, employers and workers are being guided by the labour legislation of the Russian Federation, by documentation issued from the Ministry of Health of the Russian Federation and Rospotrebnadzor [Federal Service for Surveillance on Consumer Rights], by the recommendations of the Government of the Russian Federation and of the Ministry of Health of the Russian Federation, and by the regulatory acts of the upper-echelon officials of the administrative districts of the Russian Federation.

The parties to social partnership are collaborating on issues that arise in the implementation of these recommendations and, when necessary, will provide supplements to them.

II. Recommendations applicable to employers

The Russian Tripartite Commission for the Regulation of Social and Labour Relations recommends the following measures in order to preserve jobs and maintain operations at organisations:

- participating in programmes of additional measures to reduce pressure on the labour market in the administrative districts of the Russian Federation;
- monitoring the situation in the labour market, including by use of the login accounts for employers on the Work in Russia website [trudvsem.ru];
- cooperating with the executive bodies of the administrative districts of the Russian Federation and with local bodies of self-government in making arrangements for distance learning and additional jobs and in alerting organisations and the public concerning the spread of the coronavirus;
- giving top priority to electronic processing of documentation and technical means of communication to ensure provision of services and minimal contact with an organization by persons outside it;
- drafting proposals for the economic support of employers with due regard to the distinctive features of sectors and regions, devising sets of measures for various kinds of companies and sectors.

Insofar as possible, it is recommended that employees be assigned to remote work on the basis of a directive to that effect for the duration of the efforts to limit the spread of the new coronavirus (COVID-19) by using the resources of an organization or of its workers.

Reassigning workers to remote work (Article 49.1 of the Code), a flexible work schedule (Article 102 of the Code), and division of the workday into separate sections (Article 105 of the Code) in keeping with a procedure approved by an employer (determining a list of workers to be reassigned to the new work schedule, the schedule for reassignment, the ways to exchange information, etc.) are all possible.

The introduction of a flexible work schedule, remote work and division of the workday into separate sections is to be established through an employer's local regulation.

In addition, part-time work upon agreement between the worker and the employer, except under threat of mass dismissal of employees, may be introduced (paragraph 5 of Article 74 of the Code).

Wages must be paid in accordance with the employment contract.

Business travel abroad should be discontinued, while business trips within the Russian Federation should be limited to those which are indispensable.

In the event that an employee is sent on a business trip (when absolutely necessary) to another location within the Russian Federation, the employer must heed the recommendations of Rospotrebnadzor and the mandatory requirements of the duly authorized government authorities of the Russian Federation, of the government authorities of the administrative districts of the Russian Federation and of local bodies of self-government, such as have been established at the destination of a business trip as part of heightened readiness or an emergency situation and as have been stipulated by corresponding legal regulations.

In the event that a worker cannot be assigned to remote work, as well as for workers who continue performing their jobs in the workplace, an optimal work schedule with time off should, to the extent possible, be provided for workers through the following measures:

- a flexible work schedule for being present at or absent from the workplace, which will avoid large congregations of workers at the organization;
- a special schedule for visiting the premises of an organization with high priority accorded to use of electronic document processing and technical means of communication to ensure provision of services and minimal contact by an agency or organization with persons whose occupational activities have no connection with the functioning of the organization.

It is advisable to cancel mass public events and to limit as much as possible the number of business events (interdepartmental and work meetings, sessions, conferences, etc.) and, to the extent possible, conduct them in video format or without participants, while proceeding with only extremely important and indispensable events.

It is recommended that reception of the public in person be restricted and that submissions be made in writing and that information be distributed at stands and on the websites of organisations.

Workers with symptoms of respiratory illnesses should not be admitted to work (temperatures should be checked at the entrance), as current law counsels, and a physician should be summoned for workers with symptoms of respiratory illness and the worker kept in isolation to the extent possible until the physician arrives.

Workers who are to self-isolate at home should not be admitted to their workplaces or to the premises of an organization.

To avoid large congregations of workers in commissaries, they should operate for longer hours and a schedule for accessing them on lunch breaks should be arranged. In the commissary wet-wiping with disinfectant should be much more frequent, and use anti-bacterial lighting should be ensured. To the extent practical, food should be provided as carry-out and with disposable tableware, and separate locations for obtaining food (in the absence of commissaries) should be considered.

Disinfection of areas should be conducted, including general housekeeping, airing out (every two hours) together with disinfecting door handles, switches, knobs, railings and common areas, as well as disinfection of the air (bactericidal UV-irradiation, air recycling).

The established requirements for work conditions which ensure sufficient air circulation should be observed. Workers should have disinfectants for their hands available at all times and in sufficient quantity.

Use of air-conditioning and technical ventilation systems in service areas should be eliminated.

Where possible, workers should be placed farther apart in office spaces (two metres from the next person).

Workers should be encouraged to follow the rules of hygiene.

In collaboration with government authorities, measures should be proposed and implemented to encourage responsible behavior on the part of companies and workers, including providing devices for contactless measurement of temperature, protective masks, examinations for workers, etc., and arranging the necessary infrastructure for remote work by employees and others.

III. Recommendations applicable to workers

In the event that workers are reassigned to remote work, a flexible work schedule, or division of the workday into separate sections, workers are to perform their jobs fully as specified by their employment contracts.

Workers should adhere to the recommendations of Rospotrebnadzor and also understand and apply the corresponding informational materials from employers.

At the first onset of any respiratory symptoms medical assistance should be sought at once. An immediate superior should be informed of the results of a physician's visit and, if possible, informed every day concerning health status and location.

Food should not be eaten at the workplace. Consuming food should occur only in specially designated dining areas.

Surfaces and equipment which are touched (computer keyboards, control panels used in common, smartphone screens) should be cleaned regularly.

In the event that a duly authorized body places a worker in quarantine, the worker is obligated to follow quarantine after reporting it to their employer.

Workers who have been traveling in states with unfavourable epidemiological situations must notify the Russian Federation of their return and of the dates of visit and places visited in those territories, and they must also provide contact information on the hotline of the appropriate authorized agencies along with informing their employer.

A sick leave notification in connection with quarantine should be filled out (and submitted to the Social Insurance Fund of the Russian Federation together with a photograph of a document confirming departure. This notification may be submitted both on one's own behalf as well as for workers with whom one resides.)

Sick leave for quarantine is granted for the entire two-week period and is paid in tranches. The first payment occurs after seven calendar days (five workdays) of sick leave; the second one comes at its end. The amount paid to a patient in quarantine is the same as that for ordinary sick leave.