# Overall time frame for pay negotiations 2018

The local process for pay negotiations is to be scheduled within the overall time frame below.

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>November-December 2017</td>
<td>The senior management team determines the budget for salary negotiations 2018, which is discussed in the Main Liaison Committee (HSU).</td>
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| January - February 2018| Local scheduling of the pay negotiation process (preparation work in the liaison committees) including  
                          - Discussion of the budget for pay negotiations  
                          - Definition of the period allocated to preparation work  
                          - Definition of the period allocated to negotiations  
                          - Definition of the process for information to the employees about the result of the negotiations |
| 1 March -15 March 2018| During this period, employees can submit the information which is to be used during the pay negotiation process, and employees who are negotiating on their own behalf can submit their request for negotiation.  
                          **Deadline: 15 March 2018** |
| March – 1 June 2018   | Preparation and negotiation period  
                          Sufficient time for preparation is allocated locally. When the managers and the union representatives who are part of the negotiations are ready, the pay negotiations can begin. The negotiation period may therefore vary from one part of the organisation to another.  
                          **All negotiations should be completed by 1 June 2018.**  
                          The employees are informed about the result of the negotiations in accordance with the process defined by the liaison committees.  
                          The agreed pay increases will be disbursed immediately thereafter. |
| After the pay negotiations are over | Evaluation of the pay negotiations, including discussion and possible definition of criteria for pay negotiations 2019. |