

**Please be reminded that the probationary period provided for Permanent and Temporary Workers (26 days 1st area, 20 days 2nd area and 14 days 3rd area for permanent workers, and 2 working days for temporary workers' probation) shall take place within a properly formalized relationship.**

## **Art. 9 - Working hours**

Ordinary working hours are set at 39 hours per week equal to 6 hours and 30 minutes per day.

Therefore, on average, working hours will be distributed as follows:

Monday, Tuesday, Wednesday, Thursday and Friday: 7 hours

Saturday: 4 hours

Notwithstanding the time limit set forth in paragraph 1 of this article and except for livestock activities, the distribution of the hours, even for limited periods of the year and subject to business needs, may be scheduled upon five days.

Article 34, paragraph 3, of the CCNL of June 18th, 2018, provides that the ordinary weekly schedule can be varied within the limit of 85 hours per year, with a maximum of 44 hours per week.

For the Province of Verona, in addition to the provisions of paragraph 3 of art. 34 of the CCNL June 18th, 2018, in the presence of particular environmental and climate conditions and in relation to objective business needs, upon consultation with the workers, a working hours reserve, namely 50 hours per year, may be established, with a maximum weekly schedule of 44 hours. Such 50 hours shall be paid with a 10% premium, without prejudice to any compensation of such additional hours in other moments of the year.

For livestock farm workers, the working hours, for the entire year, shall be 6 hours and 30 minutes per day. Clock hours will be applied on all livestock farms. For workers assigned to dairy cow barns, considering the special nature of the work, which may also begin in pre-dawn hours and since such workers receive special additional compensation, in kind and in cash, no premium for night work shall be established.

## **Art. 10 Weekly rest**

Pursuant to paragraph 4 of art. 35 of the CCNL June 18th, 2018, those employees in charge of the custody, care and management of livestock who cannot benefit from rest on a public holiday, shall take a day off over the course of seven days.

## **Art. 13 Classification of agricultural and floricultural workers**

Agricultural and floricultural workers are classified based on three professional areas. The CCNL June 18th, 2018 defines the essential characteristics.

### **1st AREA**

Workers who possess a title or specific professional knowledge and skills that enable them to perform complex work or work requiring specific specialization. Those workers

collaborate directly with the employer or a supervisor, with autonomous vision and power of initiative. They are classified as follows:

#### Level 1

- Dairyman
- Dairy cow barn manager
- Cellar manager
- Head of cheese factory
- Responsible for artificial insemination, including both those with a certificate and those who have acquired experience.
- Sow breeding manager
- Hall manager in fruit and vegetable consortia and mushroom farms: a worker who, following the directives of their

employer or supervisor, is responsible for organizing sorting, sampling, selecting, packaging of fruits and mushrooms and special and complex mechanical processing of the product.

- Refrigerated warehouse manager
- Team leader in processing farms
- Manager of non-poultry slaughterhouse
- Manager of hatchery
- Responsible for breeding cattle, horses, poultry and fish species
- Responsible for pasteurization
- Responsible for laying mycelia

#### Level 2

- Foreman of non-processing farms with more than 8 employees. A worker who may carry out manual activities but above all receives instructions from the farm manager, supervises and makes sure they are followed, performs miscellaneous errands on and off the farm, and records working hours.
- Steam boiler conductor
- Driver of buses, trucks with trailers, tractor-trailers
- Electricians, mechanics, blacksmiths, carpenters, plumbers, masons, toolmakers who perform their work with a high degree of autonomy and with power of initiative.
- Butcher in cattle, pigs and horses slaughterhouses
- Dosing feeder A person in charge of preparation of mixtures for livestock farms who has the necessary knowledge and skills for the use of concentrated and balanced feeds, who is able to perform the recurring prophylaxis prescribed by the veterinarian.
- Pruner
- Grafter
- Hybridizer
- Chicken sexer

### Level 3

- Minibus or truck driver (max load capacity of 8 ton)
- Consignee of goods
- Non-vet fecundator. It refers to a worker who can autonomously perform any relevant task in poultry farms.
- Cow breeding attendant.
- Floriculturist
- Gardener
- Nurseryman
- Viticulturist
- Vine pruning worker who performs bowing and tying of shoots operating independently.
- Fruit plants and/or garden plants pruner operating independently.
- Conductor of complex agricultural machinery. It refers to those machines for which a specific qualification or specialization (license, certificate, etc..) is required. In fact, those means that do not have the function of a tractor.
- Milker
- Bulldozer driver
- Retail sales attendant with cashier responsibility
- Custodian, keeper
- Mechanic, fitter, fixer, toolmaker, blacksmith, carpenter, mason performing their work following the directives they were assigned.
- Assistant cheesemaker with special technical expertise, who is capable of replacing the cheesemaker himself.
- Cook in the agritourism business able to independently organize the kitchen and the menu.

### 2nd AREA

Workers in this area perform variable simple executive tasks, for which professional knowledge and skills, be them acquired by practice or title, together with a period of field training, are required. They are classified as follows:

### Level 4

- Handler of sorting, egg candling, shucking and/or packing.
- Senior assistant in a higher-level task, with 12 months' seniority who performs his/her work following the instructions received.
- Team coordinator who performs his/her work following the instructions received.
- Worker of agritourism farms who is able to prepare the food, on prearranged order, within the farm.
- Gamekeeper
- Tractor operator engaged in plowing and transport off the farm and/or driver of vehicles with a power rating greater than 74 Kw.

- Recreation worker on agritourism farms holding a professional qualification and/or teaching or equivalent qualification.

## Level 5

- Water carrier bound to full hours. It is a worker assigned to the supervision and distribution of water for irrigation from its origin to its use downstream and the maintenance of artifacts and embankments, including those located on the drainage pipes.
- Custodian. The person in charge of night and daytime surveillance of the company and its contents; they act in accordance with the provisions of the company manager. The custodian, hired in this specific capacity at the beginning of the agricultural year, may be assigned, in the course of the year, to agricultural work if he/she proves unsuitable for the service originally intended.
- Storekeeper. This worker assumes the custody of the warehouses, with the task of surveillance on goods and materials delivered there, taking care of their distribution according to the orders of the company manager, and committing for a smooth running of the service entrusted. The warehouseman may be assigned to other services.
- Tractor operator engaged in plowing and transport off the farm and/or driver of vehicles with a power rating lower than 74 Kw.
- Lift truck operator
- Weighing or sampling worker in fruit and vegetable warehouses.
- Direct sales, weighing and/or packing clerk without cash responsibility.
- Worker in charge of breeding cattle, horses, poultry and fish species.
- Worker in charge of breeding poultry. It is a worker who has the ability and competence to select breeding stock, maintain the various machines within the farm, and prepare the poultry houses for the start of rehousing.  
He or she must also be able to give vaccinations and injections to poultry and keep the poultry houses tidy.
- Pig farm worker A worker who knows and skillfully applies the qualitative and quantitative requirements for rational feeding of livestock, according to their age and in relation to weight gain. Must also be familiar with the symptoms of the most frequent diseases of the species, with essential knowledge of the means of prompt action to avoid contagion.
- Inexperienced pruning worker with the right to advance to 3rd level after 24 months of actual work, even by accumulating different periods even in different companies.
- Bio-gas plant worker
- Night watchman on agritourism farms.
- Receptionist in agritourisms, educational farms, social farms, with a good level of knowledge of foreign languages, either by title or by experience.

## 3rd AREA

Workers capable of performing only general and simple tasks, with no specific professional requirements or special technical and practical skills belong to this area.

They are classified as follows:

#### Level 6

- Cleaner, room tidying and table service in agritourism farms.
- Receptionist on agritourism farms and educational/social farms with general duties.
- Workers hired for harvesting who perform miscellaneous work for at least 40% of work days.

#### Level 7

- Workers who perform ordinary tasks with no specific professional requirements and who are entitled to advance to the 6th level after 9 months of actual work, even by accumulating different periods.

#### Level 8

- Workers hired specifically to perform fruit and vegetable picking operations.

It should be noted that workers in charge of driving tractors and/or self-propelled vehicles cannot be classified at this level; for them, please see the areas above and the provisions of art. 32 of CCNL Operai Agricoli (CCNL for agricultural workers).

- Tobacco and herb picker
- Poultry catcher and egg collector

Agricultural workers are classified on the basis of three occupational areas, whose essential characteristics are defined by the CCNL 2.

#### **Foreman**

For the foreman of farms with more than 8 workers, an additional monthly compensation, for a maximum of 12 monthly payments, amounting to EUR 10.33 is provided.

The additional compensation provided for in the previous PCLAs for the foreman are no longer applicable.

If a worker performs the function of foreman for a limited period of the year, the above compensation will be paid for the duration of the assignment only.

#### **Art. 18 Method of payment of remuneration**

For permanent workers, the salary shall be paid, in arrears, at the end of each month.

On the same date, the compensation due for any extra service performed during the month (e.g. overtime, etc.) must be paid.

For temporary workers, payment should normally be made at the end of the week or at the end of the fortnight or at the end of the month, and for shorter periods when the worker has not worked a full week.

Overtime worked and any other entitlements will be settled and paid at the time of salary pay.

Starting in 2009, in accordance with the provisions of art. 48 CCNL of July 6th, 2006, the fourteenth month's pay will be paid in April and will be equal to the number of twelfth parts actually accrued based on the months of service performed as of April 30th.

In the event of hiring or termination of employment during the course of the year, the worker shall be entitled to as many twelfths of the amount of the fourteenth month's pay as the number of months of service performed within the company.