



Ministry of Social Affairs and  
Employment

# Important information about the WagwEU for self-employed persons

## *The Dutch Terms of Employment Posted Workers in the European Union Act*

As a self-employed person from the EU, EEA or Switzerland, do you have a temporary posting in the Netherlands? Avoid a fine and arrange matters in advance. For certain sectors, it is obligatory to make a notification of temporary postings before the start of the posting. This duty to notify is part of the WagwEU. You can only make the notification through the online notification portal on [www.postedworkers.nl](http://www.postedworkers.nl), in either Dutch or English.



# The WagwEU:

# four questions

## What is the WagwEU?

The WagwEU stands for the Terms of Employment Posted Workers in the European Union Act. This Act, which came into force on 18 June 2016, entitles workers who are posted to the Netherlands to the main terms of employment provided in the Netherlands. As a self-employed person, you have to comply with certain rules that apply to the service recipient in the Netherlands, such as the rules about working conditions.

## Which questions do we ask when you make your notification?

If you work in certain sectors, we ask you to make a notification of your temporary posting in the Netherlands. You will be asked about the nature of the work, the duration of the posting, the work address and the identity of all parties concerned. In order to make it easier for you, we have drawn up a checklist of the details you will need for the notification. You can find the checklist on page 4. Then you will be well prepared.

## What is the notification procedure?

When you make a notification, the service recipient (the business in the Netherlands for which you will be carrying out the assignment) receives a message asking them to check the notification. If the service recipient indicates that the notification is correct, you will receive confirmation and the notification is complete. If the service recipient thinks that something is incorrect, you will be informed and asked to correct your notification. When you have corrected the information, your notification is complete.

## What happens if your notification is incorrect or not made at all?

If you do not comply with the duty to notify, you risk being fined. This also applies to your service recipient in the Netherlands. You are also obliged to have various documents on hand at the workplace that confirm the identity of yourself, your service recipient in the Netherlands and the person responsible for paying your fee.

### More information

For a list of the sectors in which self-employed people have a duty to notify, see

<https://english.postedworkers.nl/employer/self-employed-persons>

# Step-by-step plan for the notification portal

## 1

### Prepare well for your notification

Go to [www.postedworkers.nl](http://www.postedworkers.nl) and ensure you have the following at hand: your personal details and those of your business, the business details of your service recipient, the start and end date of the posting and the address of the workplace. See the checklist on page 4 for the details you will need for the notification.

## 2

### Logging in

Log in to the notification portal, using eHerkenning or with your e-mail address and password, which you can request on the notification portal login page. You will find the notification portal at the bottom of the webpage.

## 3

### Filling in and sending the details

Fill in the required details and send your notification. The service recipient in the Netherlands receives an e-mail requesting them to check the notification of the posting. The service recipient can either approve or reject the notification.

## 4<sup>a</sup>

### Notification approved by service recipient

If the notification is correct, then the service recipient approves the notification. Your notification is then complete. You do not need to do anything else with your notification, unless there are any changes.

## 4<sup>b</sup>

### Notification rejected by service recipient

If the notification needs to be changed, because you have filled in the wrong details of the workplace in the Netherlands, for example, then the service recipient rejects the notification and you will receive an e-mail. You must then change the notification and resubmit it through the notification portal.

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### Interim changes

If there is a change to the posting in the interim, because you will be posted to a different location, for example, then you must enter this change in your notification through the notification portal, and the service recipient will need to approve the notification again.

# Notification portal checklist

The following details are needed for completing a notification through the online notification portal by **self-employed persons abroad**.

## Your identity

- ✓ Name
- ✓ Date of birth
- ✓ Nationality
- ✓ Personal identification number
- ✓ Dutch citizen service number (BSN) (if applicable)
- ✓ Phone number
- ✓ E-mail address

## The details of your company

- ✓ Company name
- ✓ Country of establishment
- ✓ Registration number Chamber of Commerce (company/commercial registry)
- ✓ VAT identification number
- ✓ Business address

## The details of the service recipient

- ✓ Company name
- ✓ Country of establishment
- ✓ Registration number Chamber of Commerce (in Dutch: KvK-nummer)
- ✓ Branch number (if applicable)
- ✓ VAT identification number (in Dutch: btw-nummer)
- ✓ Address of establishment
- ✓ Name of service recipient's contact person
- ✓ E-mail address of service recipient's contact person
- ✓ Telephone number of service recipient's contact person

## Information about the project

- ✓ Sector in which you will be working in the Netherlands (including sub-sector and SBI code). To find the SBI code, go to **sbi.cbs.nl**
- ✓ Address/place where the work will be performed in the Netherlands
- ✓ Scheduled start and end date of the posting
- ✓ Person responsible for the payment of your wages

## A1 certificate

- ✓ Is there an A1 certificate? Yes/No. If so, number and country of issue of the A1 certificate



## More information

You can find more information on [www.postedworkers.nl](http://www.postedworkers.nl).