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# TELEWORKING: A NEW WAY OF WORKING AND LIVING

**Estonian case study**

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Presentation prepared for the project „Teleworking: a new way of working and living“





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# Definition of telework

- ▶ Telework as the work on the basis of employment contract, which is done outside the employer's usual office space, being physically away from the direct manager, but while being connected through IT equipment.
- ▶ According to Estonian Labour Contracts Act, telework is **work done outside the place of performance of the work, including at the employee's place of residence**



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# Regulatory Framework

- ▶ The implementation of telework must be in line with the provisions of the **Employment Contracts Act**:

*Employees shall perform their duties at the place of business of the employer which has the strongest connection with the employment relationship unless the place of performance of work has not been agreed on*

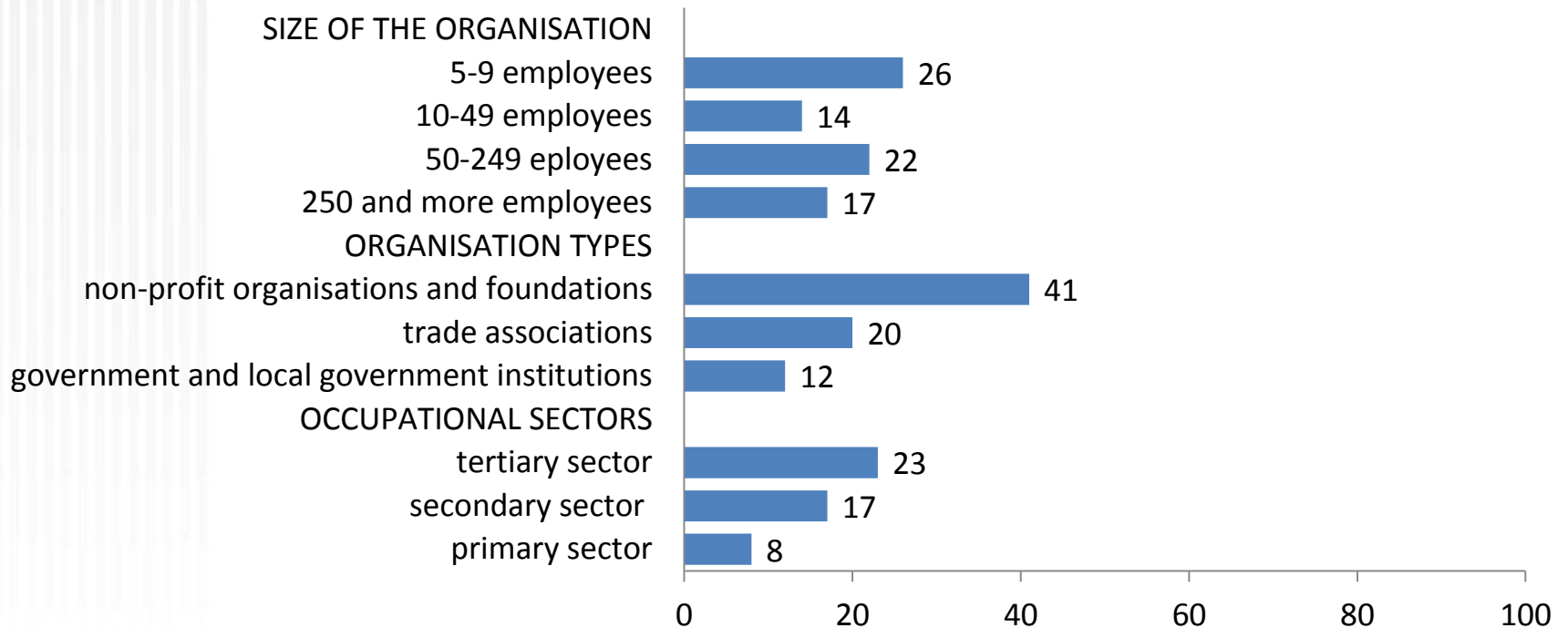
- ▶ More detailed provisions and the specifications of a teleworkers' employment relationship may be agreed in **individual employment contracts** or regulated by company-level **collective agreements**



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# Scope of telework - organisations

- ▶ 20% of organisations are implementing telework in Estonia
- ▶ Telework is more often used in **tertiary sector, non-profit organisations and foundations, and in SME-s.**

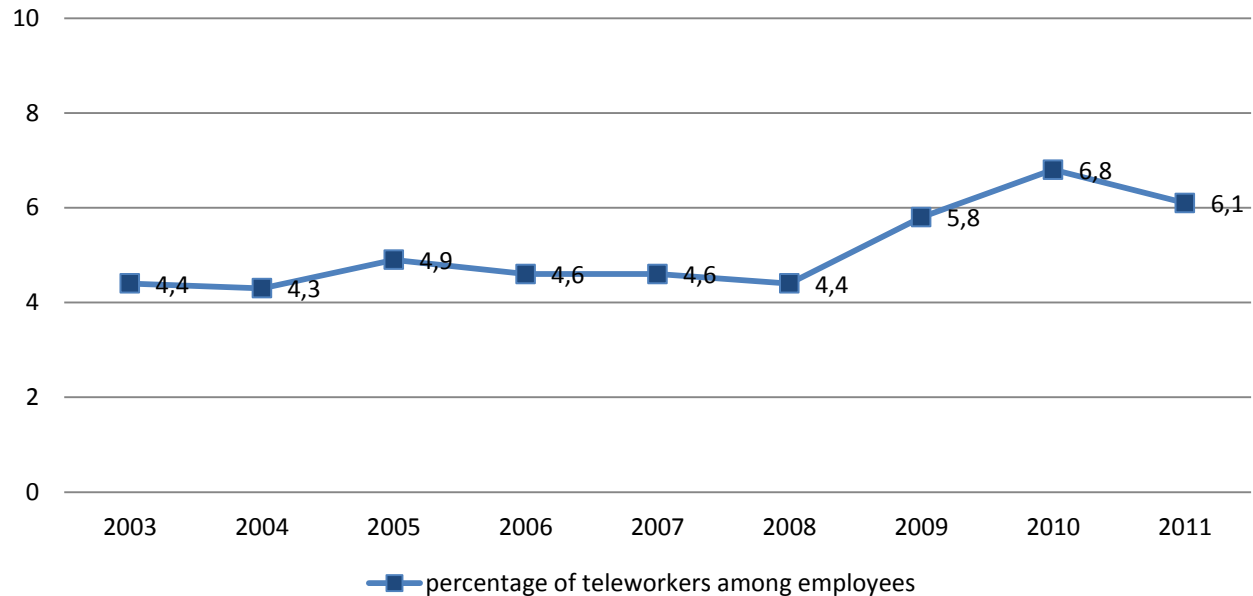




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# Scope of telework - employees

- ▶ Percentage of teleworkers have increased over the years
- ▶ In 2003 4.4% of employees were teleworking, in 2011 6.1%

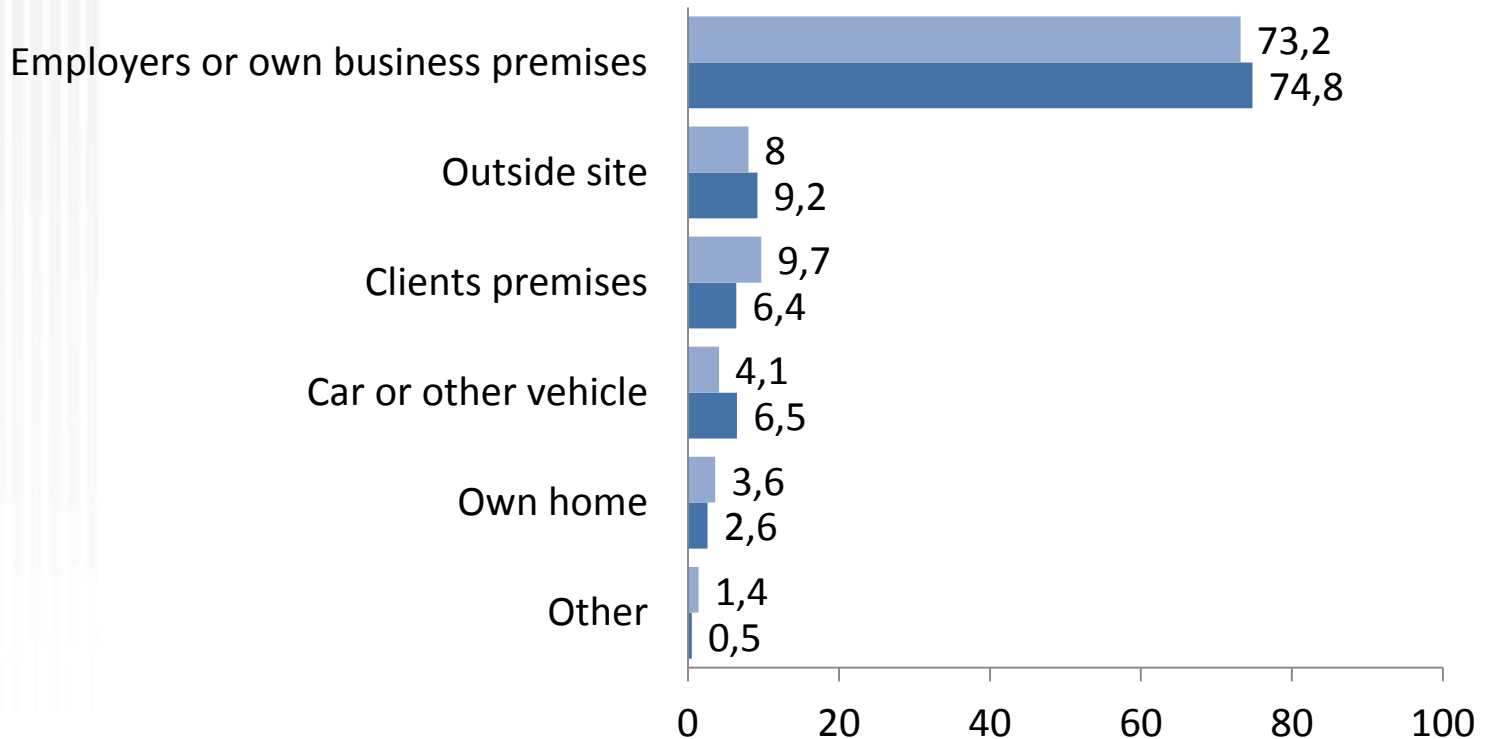




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# Flexible work forms in Estonia and the EU

- ▶ Main place of work (% of employees) in 2010
- ▶ In EU27 and in Estonia most of the employees are working in employers or in their own business premises





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# Implementation of telework

(based on survey by Kallaste et al 2008)

## ▶ Positive aspects:

- ▶ Flexibility (for employees)
- ▶ Opportunity for employees to combine work and family life
- ▶ Designing working environment for their personal needs (for employees)
- ▶ More productive and contented employees (for employers)
- ▶ Improved work efficiency (for employers)
- ▶ Rational use of resources (for employers and employees)
- ▶ Design of the workplace (for employers)
- ▶ Employ new staff members from other cities or rural areas (for employers)

## ▶ Negative aspects:

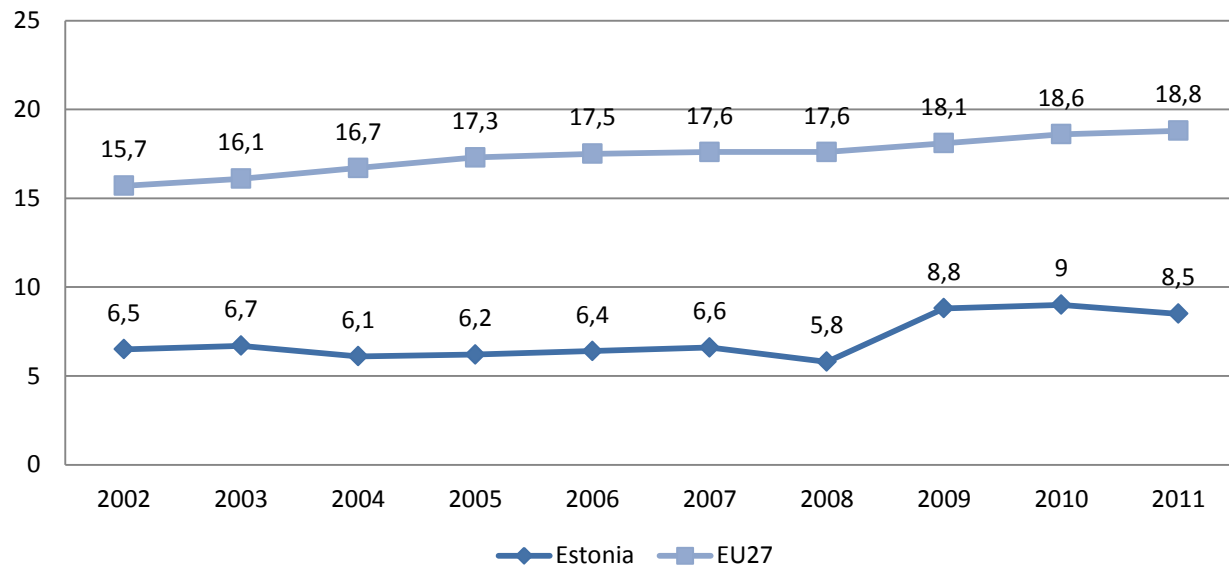
- ▶ Communication
- ▶ Complicated coordination of work process for employer
- ▶ Employees' self-discipline
- ▶ Employers' responsibilities for safe working environment



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# Flexible work forms in Estonia and the EU

- ▶ Percentage of employees working part-time in Estonia and in the EU







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**Thank you for your attention!**