

Erasmus Universiteit Rotterdam



# WORKING AT

ERASMUS UNIVERSITY ROTTERDAM



# Colophon

## Erasmus University Rotterdam

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# WORKING AT

Erasmus University Rotterdam

**Welcome** Hello! It is my pleasure to welcome you as a new employee to Erasmus University Rotterdam (EUR). Congratulations on choosing a working environment that is ambitious, inspiring and internationally-oriented. EUR has a variety of development and/or specialisation opportunities to offer both its academic and support staff.

The value that Erasmus University Rotterdam can offer to students and society is determined by the quality of its staff. Your talent and contributions will be essential in us reaching our strategic objectives for 2018!

This brochure contains information relevant to working at EUR, such as our HR policy and employment conditions. We hope it helps you to quickly feel at home in your new position at EUR. More detailed information can be found at [www.eur.nl](http://www.eur.nl).

I wish you an enjoyable and successful time at EUR!



On behalf of the Executive Board,

K.F.B. Baele Msc  
President

# Appointment **Identification Act**

Pursuant to the Compulsory Identification Act (in Dutch: Wet op de identificatieplicht), Erasmus University is obliged to establish the identity of all employees based on valid proof of identity. EUR is also obliged to include a copy of this proof of identity in its records.

This means that employees who are offered an appointment at Erasmus University must provide proof of their identity prior to the commencement date of employment. To this end, you must submit a copy of a valid identification document to the HR department. Only after showing a valid document can your salary be paid to you.

## **Citizen Service Number (Burger Service Nummer - BSN)**

The BSN is a personal number by which an individual is registered with the government. The BSN is required for payment of salary, among other things, but is also required in order to open a bank account or purchase health insurance. EUR needs your BSN in order to pay your salary.

To obtain a BSN, you first must go to City Hall and register with the Municipal Personal Records Database [in Dutch: Gemeentelijke Basisadministratie (GBA)]. It may take some time before you are assigned a BSN, so please be aware that Erasmus University might not be able to pay your first salary on time.

## **Dutch bank account**

To manage your day-to-day finances we advise you to open a Dutch bank account as soon as possible. Credit cards are not accepted in all shops and supermarkets. It is possible to have your salary paid into a bank account in your home country but in that case you may have to pay a fee for international fund transfers. Moreover, the transfer takes time, so it takes longer before the money is available.

To open an account you must go to the bank in person, bringing along proof of identification (passport or identity card) and your Citizen Service Number (Burger Service Nummer - BSN). Most banks also like to see some proof of regular income (such as a pay slip).

## **Salary, taxes and social security contributions**

Your gross salary is cited in your appointment letter. The salary is paid after deduction of taxes and social security contributions. The amount you receive does not equal the gross salary therefore. Normally your salary is transferred to your bank account approximately on the 24th of the month. Note that the salary excludes holiday allowance and end-of-year bonus.

If you are not a resident of the Netherlands and you also perform paid work in your country of residence, Erasmus University might need to remit contributions to the country you live in. In this case it is very important that you inform the HR department about your employment elsewhere.



# Employment Conditions

## Collective Labour Agreement (in Dutch: CAO)

The employment conditions of Erasmus University Rotterdam derive mainly from the Collective Labour Agreement for Dutch Universities (in Dutch: CAO-NU).

[https://www.vsnul.nl/en\\_GB/cao-universiteiten.html](https://www.vsnul.nl/en_GB/cao-universiteiten.html)

A number of specific agreements and regulations at Erasmus University supplement these employment conditions.

[www.eur.nl/english/workingat/hr\\_information/employment\\_conditions/](http://www.eur.nl/english/workingat/hr_information/employment_conditions/)

## Employment Conditions Selection Model

By exchanging certain employment conditions, you can put together your own personal package of conditions via the Employment Conditions Selection Model (in Dutch: KMA). In many cases the exchange of employment conditions can provide you with tax benefits. You can exchange time and/or money for eight different types of targets:

Exchange...	For...
Time: leave days	Extra commuter allowance
Money: holiday allowance or end-of-year bonus	Additional Pension
	Additional income
	Long-term leave days savings model
	Additional leave days

The KMA does not apply to student assistants and interns.

## Flexible working hours and leave

The number of hours of leave per year to which you are entitled depends partly on the choices that you make in connection with the flexible working hours regulation. The flexible working hours regulation provides the opportunity for you to choose your number of working hours per week. The core of the flexible working hours regulation is the standard 38-hour working week based on an 8-hour working day. Please see the table below for the annual leave to which you are entitled if you opt for a 36-hour or a 40-hour working week:

Working hours	Compensation leave	Annual leave
36	2 days or 4 half days a	17 days
38	month 1 day or 2 half days	29 days
40	a month None	41 days

The above applies to part-timers on a pro-rata basis and is not applicable for student-assistants.

Once a year you are given the opportunity to opt for a 36-hour or 40-hour working week. You should inform your manager about your choice by indicating it on your leave registration card, which your manager will sign to indicate his/her agreement. The number of hours of leave will then be corrected on the leave registration card. These agreements are valid for one year.

Leave must be taken in consultation with your manager. Taking leave will be permitted insofar as this does not conflict with the interests of the organisation.

### **Collective leave days**

A maximum of seven days from the total leave entitlement will be set aside to be taken on the dates designated by the Executive Board. In principle, these days are intended for the collective closure of EUR in the period around Christmas and the New Year and, for instance, the day following Ascension day. When the Executive Board decides to use fewer than seven days for collective closure, you can use the remaining days freely.

General holidays on which the university is closed are: Christmas day, Boxing day, New Year's Day, Good Friday, Easter Monday, Kings Day (27 April), Liberation Day (5 May), Ascension Day and Whit Monday.

### **Particular forms of leave**

The University has several regulations concerning particular forms of leave:

Parental leave

- Adoption leave
- Maternity leave (before and after childbirth)
- Exceptional short-term leave
- Exceptional long-term leave
- Emergency leave
- Care leave

### **Long-term saving model**

If for any given reason you want to save for a long-term uninterrupted leave, you may do so by means of the long-term saving model. You will however need to also save 10 leave-days via the Employment Conditions Selection Model (Keuzemodel Arbeidsvoorwaarden). The long-term saving model gives you the possibility to save 9 additional vacation days each year from your leave entitlement during a period of minimum three years and maximum five years. This means that you can save 19 days each year. This is irrespective of the scope of your employment contract.

If you decide to use your accumulated leave for a sabbatical (Academic Staff or an educational leave (Support and Management Staff, EUR will increase your leave entitlement by 20% in time. In order to be eligible for this (and before you start saving, you will need to consult with your manager and jointly formulate and agree on a plan of how your time will be spent. The amount of saved leave, including the EUR bonus, is maximum 114 days.

### **Holiday and end-of-year bonus**

You are entitled to a holiday allowance of 8% of your annual salary, subject to a minimum amount stipulated in the CAO. You receive your holiday allowance one time per year in the month of May.

You are also entitled to an end-of-year bonus of 8.3% of your annual salary, subject to a minimum amount stipulated in the CAO (on an annual basis. The end-of-year bonus is paid in December. If you leave your job in the course of the year, you are entitled to the prorated amount.



# Reimburse -ments

You may be entitled to receive the following reimbursements.

## Relocation expenses

If you move to within 25 kilometres of the university complex at the request of Erasmus University, you are entitled to receive reimbursement for your moving costs.

A condition however is that you currently live more than 75 kilometres from the university and that you move within the first year of your employment.

The reimbursement for moving costs is 12% of your gross annual salary, but with a ceiling set annually by the Dutch Tax Office. You are also entitled to receive reimbursement of the actual cost of moving all household effects. Erasmus University determines this by selecting the lowest quote from the three movers' quotes that you submit.

## Commuting expenses

You may choose between two options for getting your commuting expenses reimbursed:

1. Reimbursement based on kilometres – You can be reimbursed for the actual number of kilometres that you travelled regardless of the form of transport. The regulation is called the Regulation on Kilometre-based Reimbursement of Commuting Expenses.
2. Full reimbursement for the use of public transportation up to a ceiling of € 3.000,- (per year based on full-time employment). This regulation is called Regulation on Public Transport Commuting Expenses.

It is very easy to reach EUR by public transportation. In close proximity to the Woudestein campus you will find a metro station, a bus station, three tram stops and two bus stops that easily connect you with the train stations of Rotterdam Central, Rotterdam Alexander and Rotterdam Blaak. For more information about sustainable mobility: please check <https://www.eur.nl/en/about-eur/profile/strategy/erasmus-sustainable/operations/sustainable-mobility>

## Parking

Woudestein campus offers paid parking facilities. Many people visit the campus every day, including students, staff and suppliers, who all need a place to park. This necessitates a parking policy. The new parking policy came into effect on 15 June 2013, as part of our sustainable mobility policy.



Rates vary according to target group. EUR staff are eligible for a special staff rate – this rate will increase gradually, to give staff enough opportunity to become accustomed to it, or to make alternative mobility arrangements. The rate for staff: € 2,50 per day. Subject to certain conditions, a compensation scheme has been set up for employees on pay scale 7 or lower. Eligible staff will not need to pay anything until the end of 2015

To apply for a parking permit, please visit

[www.eur.nl/english/campus\\_facilities/campus/parking\\_car\\_motorbike/car\\_parking\\_rates\\_licences/](http://www.eur.nl/english/campus_facilities/campus/parking_car_motorbike/car_parking_rates_licences/)

### **Internet at home**

The EUR pays a monthly contribution to every EUR salaried employee for the costs of using the Internet at home for business purposes. You receive a monthly contribution of € 15 per month (full time employment).

The monthly payment will be decided proportionally depending on the contractual number of hours worked. The amount of the payment will be decided annually on 1 January based on the current contractual number of hours worked and will not be changed during the year in the case of contractual changes in the number of hours worked.

### **Pension**

ABP is the pension fund for employees in the public sector. Insurance with this pension fund is mandatory. This pension supplements statutory benefits such as pension upon retirement, dependants' pension and occupational disability pension. Each month you pay contributions, which are deducted from your salary, for one of these pensions. Erasmus University also pays contributions. In this way you build up an entitlement. You receive a pension statement from ABP each year showing how much pension entitlement you have built up. [www.abp.nl/english/](http://www.abp.nl/english/)

### **Bicycle**

In the framework of Sustainable Mobility and vitality, EUR encourages the use of a bicycle, e-bike or e-scooter for commuting. That's why we have a scheme to provide an allowance to meet the expense of purchasing a bicycle, e-bike or e-scooter for commuting purposes. All salaried employees have the option of receiving a maximum reimbursement of €500 (€1,000 E-bike) once every five years for the purpose of purchasing a bicycle, e-bike or e-scooter.

### **Trade Union Contribution**

The EUR attaches great importance to employee participation. It therefore decided to reimburse some of the trade union contribution paid by every EUR salaried employee. The new scheme reimburses 50% of the trade union contribution on an annual basis.

### **Recognition of relationships other than marriage**

If you are not married, you may still be eligible for certain regulations that relate to your legal status based on the regulation on Recognition of Relationships other than Marriage. It concerns the following regulations:

- Exceptional leave connected with personal or family circumstances
- Death benefit
- Dependant's pension.

# Facilities **Collective insurance schemes**

Via EUR you have the option of participating in various collective insurance schemes. As an employee of EUR, you benefit from favourable conditions. The collective insurance schemes are:

Zilveren Kruis Achmea	: Healthcare insurance
Loyalis	: Income in case of occupational disability (IPAP)
Allianz	: Car insurance
Centraal Beheer Achmea or OHRA	: Car, fire & theft and travel insurance

## **Healthcare insurance**

Under the Healthcare Insurance Act (in Dutch: Zorgverzekeringswet), all residents of the Netherlands are obliged to take out health insurance. The insured pays a nominal premium to the health insurer.

The Healthcare Insurance Act also provides for an income-related contribution to be paid by the employer. This is for the basic insurance, for which insurance companies must accept all applicants regardless of age, gender or medical history. The basic insurance covers the costs

of medication, hospital treatment, care provided by a general practitioner and maternity care. Children up to the age of 18 are insured free of charge. You will also be able to take out supplementary insurance for medical expenses not covered by the basic health insurance. It is only possible to pay the premium if you have a Citizen Service Number (BSN). Because it will take time before you receive your Citizen Service Number, once you receive this number you will have to pay the premiums that have accrued since the beginning of your stay in the Netherlands.

Erasmus University has negotiated an extensive health insurance package for its employees. These negotiations have resulted in a policy with attractive premiums, a wide range of options and good supplementary terms with the health insurance company Zilveren Kruis Achmea.

## **Disability Pension Top-Up Plan (IPAP)**

Loyalis insurance company has made an insurance scheme covering the consequences of total or partial incapacity for work. IPAP guarantees that your income stays at 70% in the case of (partial) disability. Without this insurance you could experience a sharp drop in income due to disability.

## **Car, fire and theft, and travel insurance**

Erasmus University has a collective agreement with Centraal Beheer Achmea or OHRA for all kinds of insurance. They offer reduced premiums for an insurance package. Erasmus University also has an agreement with Allianz for more favourable rates and terms for car insurance.

## **Banking Products**

ABN AMRO offers every EUR employee exclusive discounts on banking products.

<https://www.abnamro.nl/nl/personeelskortingen/index.html?arr=eur> (in Dutch)

### University Library

As an employee of EUR, you are entitled to a free library card for use of the University Library (UB). In the library you can consult digital source material and borrow books on a wide range of subjects. The UB also cooperates with other libraries from which you can also borrow books. Furthermore, you have access to the collection of the Rotterdamsch Leeskabinet Association.

[www.eur.nl/ub/en/](http://www.eur.nl/ub/en/) and [www.eur.nl/rlk/](http://www.eur.nl/rlk/) (in Dutch)

### Open Access Publishing

Academic staff members can publish their output online via RePub. [www.repub.eur.nl/](http://www.repub.eur.nl/)

### Software

Via Surfspot.nl you can acquire software, such as Microsoft and Adobe, at reduced prices. [www.surfspot.nl](http://www.surfspot.nl) (in Dutch)

### Child day care

The Partou day-care centre looks after children from newborns to 4 years old. Take into account that there may be a waiting list. [www.partou.nl/english](http://www.partou.nl/english)

### Travel Vaccination

If you are going abroad for an internship or holiday you often need vaccinations. Vaccinations and advice are offered at Erasmus MC's annex on campus Woudestein. The travel clinic is part of the LCR, the association of travel advisors. No consultation fees are charged for employees and students of Erasmus University, EUR Holding and Erasmus Sport (both locations: Woudestein and Erasmus MC).

## Career & Development

### Career policy

EUR regards the development of its employees as an important issue. With its career policy, EUR encourages and supports you in actively shaping your career and developing yourself in the direction you have chosen.

The career policy is for both academic and support staff. The policy for the academic staff focuses on deepening the employee's specialisation and by extension his/her expertise and further development in the field. For the support staff, this involves expanding knowledge and experience and providing career opportunities. An example of this is an appointment to various positions within EUR.

<https://www.eur.nl/en/working-erasmus-university/hr-information/career-development>

### Interview after four months

After four months on the job, you will be invited to a personal interview with your HR adviser or manager. In this interview, you will be asked about your experience during your first four months of your employment. This is the opportunity to bring up both the positive and negative aspects of your job and work environment.

### Performance & Development Cycle (P&D cycle)

The essence of the P&D cycle (in Dutch: R&O-cyclus) is a conversation between the manager and the employee about performance and development. The fixed elements of the discussion are the evaluation of previously made performance agreements and the employee's fulfilment of the primary tasks, a discussion about development and concrete steps ensuing from this discussion and, finally, reaching agreements about the performance level to be achieved. The discussion about development can also contain the aspect of competencies.

### Education

Studying on the job increases your employability and promotes your progress into functions that are suitable for your talents. In addition, it is in the ultimate interest of EUR to employ well qualified staff. If you plan to follow a course of study, you should discuss this with your manager. More information on study courses contact Training & Development Platform (TOP).

<https://www.eur.nl/en/working-erasmus-university/top-training>

### Personal Development Days

You are entitled to at least two personal development days each year (in proportion to the scope of your job). You are required to discuss the use of these days with your supervisor, a record of which will be made in your file.

## Health

EUR is committed to providing its employees with a safe, healthy and respectful work environment. The Occupational Health & Safety Policy has created the conditions for this. Well-being and a good perception of work are important. Factors that contribute to this are a pleasant atmosphere in the department and a balance between the work pressure and your ability to cope with this pressure.

### Erasmus Vitaal

The Erasmus Vitaal programme was set up to promote better physical fitness among EUR employees. We highly recommend that you participate in this programme. Erasmus Vitaal consists of a Health Check and advice about physical activities. The Health Check is completed with a report that contains the results of the lab tests and the physical examination. After the Health Check you can decide to participate in the next track. A personal exercise programme is then set up in consultation with a sports doctor and according to your personal wishes.



### Participating in sports

If you wish to participate in sports, you may use the facilities of our own University Sport Centre on the Woudestein campus. The cost of a sport pass is very reasonable - and partly subsidised by the Executive Board - and allows you to use the facilities all year round. [www.erasmussport.nl](http://www.erasmussport.nl)

### Health & Safety officers

EUR has a number of health & safety officers who act as contact for all matters relating occupational health & safety and environmental care. In principle, each organisational unit has at least one health & safety officer.

### Confidential Counsellor

The confidential counsellor offers support and assistance in finding solutions to anyone who has (had) to do in his or her work situation with behaviour that is perceived as undesirable, such as sexual harassment, discrimination, bullying or aggression.



### Physical therapy

If you suffer from an injury, you can get help from the Woudestein Practice for Physical and Manual Therapy. This is a private clinic run by a certified physical and manual therapist who can advise, guide and treat you. The task of the physical therapist is also to prevent further problems in the future.

### **Complaints-arm-neck-shoulder (CANS) as a result of working at the computer**

CANS is a collective term for a variety of complaints involving pain in the arms, neck and shoulders. These complaints are the result of monotonous, short and repeated movements in a situation where little or no variation is possible in the working posture and the workstation cannot be optimally adjusted to the measurements of the person in question.

For more information or questions regarding CANS you may contact the health & safety officer in your organisational unit or consult the brochure CANS.

### **Sick leave**

EUR undertakes measures specifically geared to prevent illness, to reduce absenteeism due to illness, and to help employees return to work. If you become ill, you must notify your manager as soon as possible.

### **Occupational Physician, Company Welfare Worker and Confidential Counsellor**

EUR chooses to implement its own policy for guidance and prevention of illness-related absenteeism. If you have problems that are a result of your work or affect your work, you can turn to the EUR company welfare worker. Erasmus University Rotterdam places great importance on the students' and staff's ability to work in a pleasant and productive atmosphere. EUR has appointed two confidential counsellors. They serve as the contact person for anyone who has been confronted with unwanted behaviour or unequal treatment in their study or work environment.

## Diversity

Diversity has been a major focus at EUR for some years now. Due to a significant underrepresentation of female academic staff (particularly in higher positions), EUR has developed various programmes in recent years aimed at increasing their number.

These activities focus mainly on targeted career planning and personal development for female academic staff.

Some of these measures include:

1. Temporary exemption from teaching following maternity leave;
2. A mentoring programme for female university lecturers;
3. A Career Development Masterclass for female senior university lecturers;
4. Transparency in the faculty appointment policy concerning professorship qualifications;
5. A Network for Female Professors (Netwerk voor Vrouwelijke Hoogleraren, ENVH) to give female professors a voice and visual presence both at and outside EUR; and

Various measures have also been put in place to promote ethnic diversity, and there is a network for LGBT (Lesbian, Gay, Bisexual and Transgender) staff and students called ErasmusPride.

More information on diversity policy and the associated programmes can be found at [www.eur.nl/diversity](http://www.eur.nl/diversity)



# Social Responsibility

EUR wants to be a university that plays an active public role. In addition to providing research and education, the university also fulfils its role in society in other ways, such as by incorporating social responsibility into the professional organisation. Sustainability for People and Planet are our two main priorities in this respect.

[www.eur.nl/english/eur/sustainable/](http://www.eur.nl/english/eur/sustainable/)

## **Sustainable mobility policy**

The university attaches great value to sustainability, and aims to become one of the most sustainable campuses in the Netherlands. EUR aims to reach this goal in various ways, including: construction of a sustainable campus, a focus on green purchasing, minimising energy consumption, reducing CO2 emissions and introducing a sustainable mobility policy.

Among other things, the sustainability objective mentioned above affects how we organise our commuter traffic. After all, fewer drivers on campus means fewer daily CO2 emissions. It is therefore important for students and staff to make conscious and sustainable decisions when it comes to transport.

To reduce CO2 emissions as much as possible, we have set ourselves the goal of reducing the number of university employees who drive to work by 10%. To achieve this we are offering a range of alternatives, such as commuting expenses allowances. Charging for parking is also a part of our sustainability policy.

<https://www.eur.nl/en/about-eur/profile/strategy/erasmus-sustainable/operations/sustainable-mobility>

For more information on these schemes and allowances, please see the section on Employment Conditions.

## **Community Services**

The university's strong connection with the city of Rotterdam brings with it an important public role to fulfil for the city, its residents and community. Facilitating community services (volunteer work) is one way in which EUR fulfils this responsibility. In this context, EUR maintains a variety of partnerships with organisations such as WorkMate and RotterdamCares.



# Integrity

The EUR's principal tasks are the creation and transferral of knowledge, motivated by a high degree of social commitment. To this end, the university participates in education and research, in a curious, inquisitive and flexible way and from a clear international perspective. Professionalism, teamwork and fair-play are EUR's core values in this respect. These values are explained in greater detail in the university's Integrity Code, which intends to create conditions under which people can feel free to address one another concerning core values and responsibilities at all times.

[www.eur.nl/english/eur/publications/integrity/](http://www.eur.nl/english/eur/publications/integrity/)

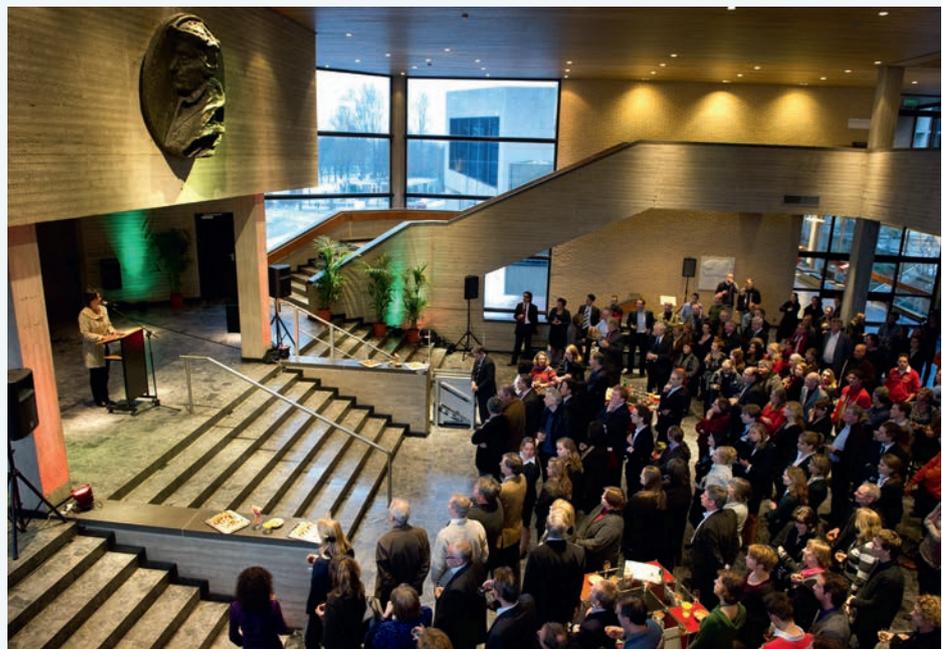
If you have any questions regarding academic integrity, please contact the confidential adviser for academic research, Prof. P.J.F. (Patrick) Groenen, who can be contacted via [vertrouwenspersoon.onderzoek@eur.nl](mailto:vertrouwenspersoon.onderzoek@eur.nl). For more information on academic integrity, please see [www.vsnu.nl/files/documenten/Domeinen/Onderzoek/The\\_Netherlands\\_Code\\_of\\_Conduct\\_for\\_Scientific\\_Practice\\_2012.pdf](http://www.vsnu.nl/files/documenten/Domeinen/Onderzoek/The_Netherlands_Code_of_Conduct_for_Scientific_Practice_2012.pdf)

# Ancillary work

Ancillary work consists of activities that naturally stem from the function of the university. The EUR values any ancillary work that you do. Ancillary work contributes positively to both you and us. It widens your and our network and contributes to an attractive work environment.

Transparency is required, however, and this is why you need your manager's permission for ancillary work. The academic staff is also required to maintain an overview in a public registry. This falls under the Dutch Code of Conduct for Scientific Practice of the Association of Universities in the Netherlands (VSNU).

<https://www.eur.nl/en/about-eur/erasmus-register-ancillary-positions>



# Participatory Bodies

## University Advisory Board

Employees and students are represented on a central level by the University Advisory Board (Dutch: UR). The UR regularly consults with the Executive Board on policies in the area of education, research and personnel.

## Faculty Advisory Boards and Joint Committee

The various faculties of the university have Faculty Advisory Boards. These advisory boards consist of 50% employees and 50% students. On the faculty level, the faculty advisory board has the same authority as the University Advisory Board.

The joint committees represent the interests of the employees of the support departments, the USC, SSC OO&S and the University Library. Certain members from these committees also sit on the Joint Participatory Committee (Dutch: GMC). The GMC is the coordinating participatory committee for the support departments, the USC, SSC OO&S and the University Library.

[www.eur.nl/eur/medezeggenschap/](http://www.eur.nl/eur/medezeggenschap/) (in Dutch)

## Trade Unions and EUROPE

The trade unions operate nationally and on a local level. They negotiate the employment terms and working conditions. The agreements made on a national level are set down in the CAO-NU.

The national CAO decisions can be elaborated further by each university within a Local Forum. Within EUR this is handled by EUROPA (Erasmus Universiteit Rotterdam Overleg Personeel Aangelegenheden = the consultative body for personnel employed by Erasmus). The trade unions represented in EUROPA are:

- The University and College Union
- Abvakabo FNV
- CNV
- AC-HOP

[www.eur.nl/europa](http://www.eur.nl/europa) (in Dutch)

# Security & Safety

Our security service provides security and monitoring of the buildings on Woudestein campus, both inside and out.

In the event of an emergency (such as a fire alarm or bomb threat), the building or floor may be evacuated in full or in part. If your floor is required to evacuate, you will hear an alarm signal sounded twice (slow-whoop signal). After this signal has sounded, you will hear an announcement with information and instructions.

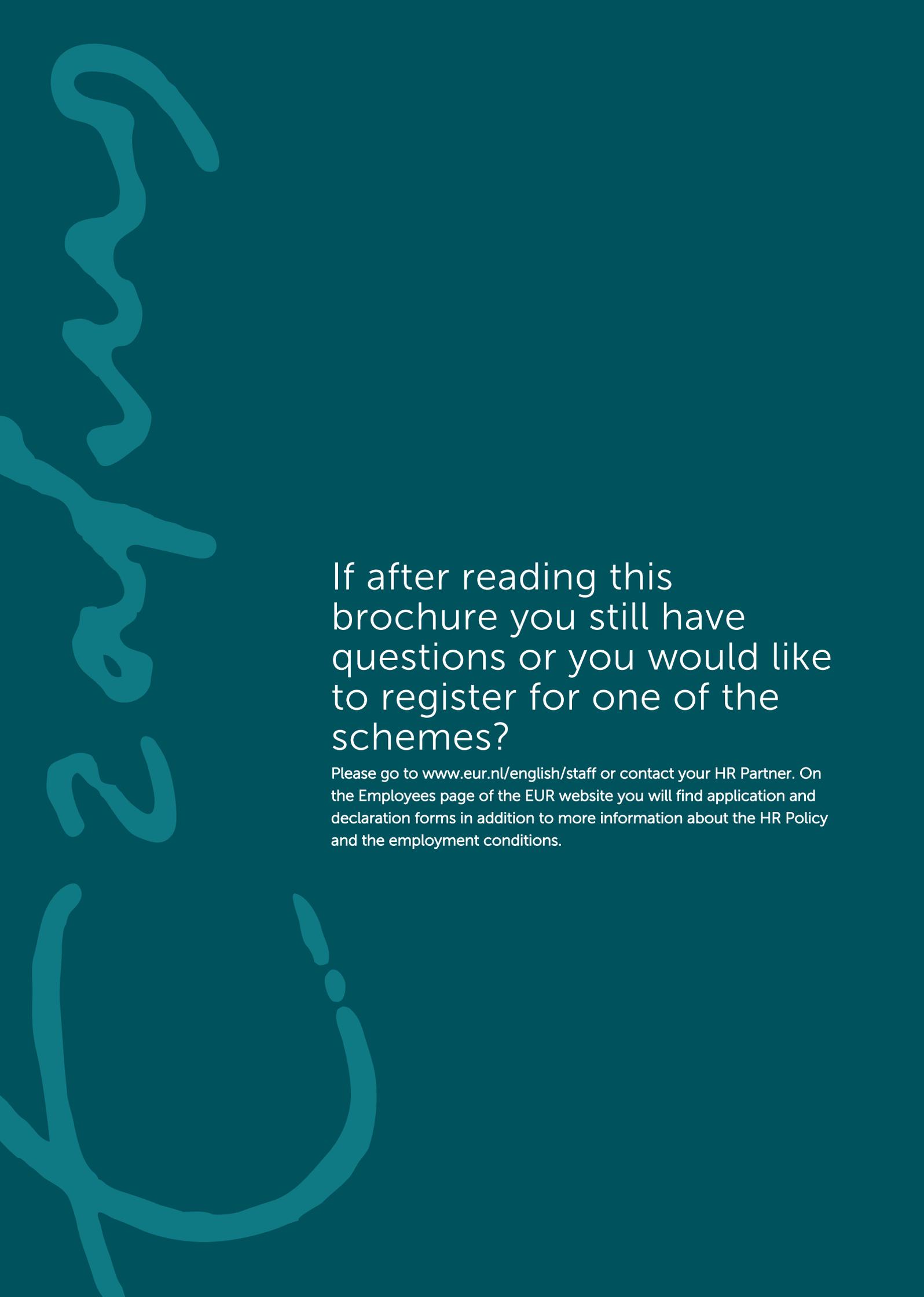
Alarm number Woudestein campus: (010) 40 81100. For more information on how to act in the event of an emergency, please visit:

[http://www.eur.nl/english/efb/security\\_safety/](http://www.eur.nl/english/efb/security_safety/)

*Erasmus*  
ERASMUS UNIV



Erasmus Universiteit Rotterdam



If after reading this brochure you still have questions or you would like to register for one of the schemes?

Please go to [www.eur.nl/english/staff](http://www.eur.nl/english/staff) or contact your HR Partner. On the Employees page of the EUR website you will find application and declaration forms in addition to more information about the HR Policy and the employment conditions.

