

Employment Law Services

Employment contract and internal regulations

- Draft and review of employment contracts for all staff levels
- Individualising contractual provision in the specific case
- Draft and review of internal regulations, such as employee handbooks, expense, work time and remote work regulations

Executive compensation and employee incentive plans

Advice on and support with:

- Identifying compensation components for members of the management and for general staff
- Bonus / award provisions, award regulations and share plans for executives and employees

Restructuring of workforce

Advice on and support with:

- Business and asset transfers, incl. strategy, planning, documents and execution
- Workforce reductions, including strategy, planning, documents and execution
- Employment Due Diligence
- Social plan, incl. drafting and implementation
- Integration of employees following a restructuring
- Support with post-restructuring disputes and claims



Private employment law matters

Questions that arise in the employment lifecycle, e.g.:

- Salaries for absent employees
- Holiday entitlement
- Termination
- References and other documents

Public employment law matters

Advice on and support with:

- The Swiss Employment Act, e.g. work time, rest periods, Sunday and night work
- Collective bargaining and standard employment agreements
- Minimum employment requirements based on public law
- Collective agreements, e.g. facilitating simplified work time recording
- Data protection requirements

Mobility of employees and provision of staff

Advice on and support with:

- Cross-border employee transfers to and from Switzerland, incl. planning, contractual documents (assignment letters, split-employment contract) and policies
- Lease of personnel, incl. legal advice, permit applications, contractual documents and compliance support
- Hiring of staff / recruitment agencies, incl. legal advice, contractual documents and compliance support



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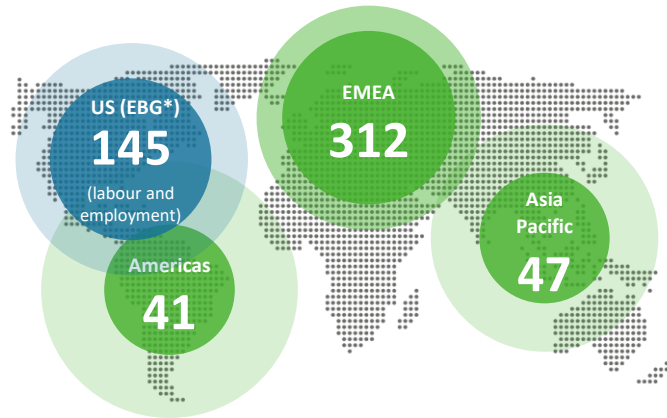
Why our Employment Law Services?



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