

✓ CHECKLIST FOR FOREIGN WORKERS IN DENMARK

How to ensure fair conditions and protect your rights

1. Collective Agreement – Ask and Get Documentation

✓ Ask:

- “Is there a collective agreement at my workplace?”
- Which one? (e.g., The Industrial Agreement by Danish Industry)
- Get written confirmation

If covered by the Industrial Agreement, you are entitled to:

- Minimum wage: typically 130–140 DKK/hour (welders/blacksmiths minimum 170/hour)
 - Pension: 13% (employer pays 11%, employee 2%)
 - Holiday bonus account (fritvalg) incl. SH allowance: 10% (temporary workers: 14%)
 - Holiday pay: 12,5%
 - Overtime, evening/night supplements, weekend and public holiday allowances etc.
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2. Salary, Pension and Holiday Bonus – Check Your Payslip

✓ Check every month:

- Base salary
- Holiday pay (12,5%)
- Holiday bonus incl. SH allowance (10–14%)
- Pension (13% total)

✦ **Check your pension:**

- Log in to pensionsinfo.dk
- Confirm contributions are being made

Rules:

- From day 1 if you already have an occupational pension from a previous job
- Otherwise, after 2 months of employment (previous seniority counts)
- If you are a temporary worker:

You are covered by the Temporary Agency Work Act (Vikarloven) – see point 8. If it is common practice that permanent employees at the company where you are assigned receive a pension, you are also entitled to the same.

3. When is Holiday Bonus (SH) Paid Out?

- Typically in May and December – ask your employer
 - Set a calendar reminder: Has the amount been paid, and does it match your payslip?
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4. Holiday and Holiday Pay

✓ Ask: “Who manages my holiday pay?”

- If Feriekonto → Check your balance and request payment via borger.dk
 - If your employer → Request payment when taking vacation (set a calendar reminder)
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5. Contract and Working Hours

✓ You are entitled to a written contract within 7 days. It must include:

- Salary and working hours
 - Overtime and allowances
 - Termination conditions
 - Assignment location (if you work as a temporary worker)
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6. Insurance and Safety

✓ Check that you are covered for workplace injuries. If you are a temp → you are automatically covered by the insurance of the company, you are assigned to.

7. Tax

✓ You need: CPR number, Tax card and NemKonto

8. If Something is Not Right – What Can You Do?

✓ As a temporary worker:

- You are protected by the Temporary Agency Work Act (Vikarloven) → same conditions as permanent employees
 - If the agency does not respond: Contact the company you are assigned to
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9. Warning Signs – Be Careful If:

- Base salary below 130 DKK/hour (welders/blacksmiths below 170/hour)
 - No payslip, no contract, no pension and no allowances
 - Poor housing at high rent
 - You are not allowed to ask questions
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Extra check: Is the company a member of an employers' organization?

- [Dansk Industri](#) (DI) – [link to the members list](#)
- [TEKNIQ](#): Ask the company directly
- [Dansk Erhverv](#): Ask the company directly

👉 If not a member, request written documentation of all terms. See point 5.

✅ **TIP:** Save this checklist on your phone or print it, so you can always check your rights!

Are you looking for a job in the metal, maritime and wind industry?

👉 **Upload your CV** at <https://vicos.dk/job-en/>

Disclaimer

The information in this checklist is provided as general guidance and may contain errors or changes in rules and rates. VICOS accepts no liability for losses or consequences arising from the use of this information. We always recommend checking current regulations with relevant authorities or trade unions.