



## **Social Inclusion and Access to Basic Services of Third-Country Nationals (AccessIN)**

### **AccessIN Policy Survey Codebook: Employment** *AccessIN Deliverable D2.1 (Work Package 2)*



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## **Policy Area 1: EMPLOYMENT**

**Short description:** This codebook aims to capture the conditions under which third-country nationals (TCNs) can access **employment in your country**. We primarily focus on the conditions for accessing such services in the country in general, as defined in the national legislation of the EU Member State. However, some questions also enquire about additional schemes available in this area in specific cities (two per country).

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**As described in the *General Coding Guidelines*, before you start coding, please remember that:**

- We recommend using the [MISSOC database](#), the chapters of [this MiTSOPro book](#), the [MiTSOPro indicators](#), and the [MIPEX data](#), as a departing point.
- In answering the questions below, please refer only to the policies/regulations that are in place at the time of coding, unless otherwise specified (e.g. for questions on recent policy developments over the past 10 years, the COVID-19 pandemic, or the war in Ukraine).
- The survey aims to capture the conditions of access to employment and unemployment benefits for different categories of third-country nationals, including: single permit holders authorized to work in the EU, seasonal workers, individuals with refugee status or subsidiary protection, family members of TCNs, and long-term residence permit holders. Any other group of TCNs (tourists, individuals with short stays up to 90 days, students and researchers, family members of EU citizens, unaccompanied minors, civil servants posted abroad, undocumented migrants, etc.) are NOT covered in this study and should therefore not be considered for the purposes of the data collection.
- When asking about specific schemes/programs to ensure the access of TCNs to specific services, please note that we refer specifically to programs/schemes adopted by public authorities (our survey hence does NOT cover services provided by non-governmental actors).
- The survey is divided into several sections. Section A includes general questions on the legal framework regulating access to employment in your country. You will then be asked specific questions on the eligibility conditions that TCNs must meet to access such services (Section B). Finally, Section C will ask about your assessment of the strengths/weaknesses of the current policy framework regulating TCNs' access to these services and the main public authorities and civil society organisations that could offer assistance to TCNs in this matter.

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## Section A. General questions regarding the legal framework and basic principles in the area of employment

**Q1:** Please specify the country you are coding.

Answer:

**Q2:** Please specify the most relevant pieces of legislation regulating access to employment in your country.

Please include the full name and the date of the laws/regulations in English and the national language(s).

Answer:

**Q3:** Please specify which institutions/authorities (national, regional, local) have the main competences for regulating access to employment in your country, as well as the name of the national institution(s) granting unemployment benefits in your country.

Please mention who has the main responsibility in the area of employment (if it is a shared responsibility between different institutions/authorities, please specify it as such). For unemployment benefits, please provide the full name in English and in the national language(s) of the institution(s) in charge of granting such benefits.

Answer:

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## Section B. Questions regarding the access of third-country nationals to employment

**Section B.1 Questions on access to employment IN THE COUNTRY IN GENERAL** (please note that the questions on specific schemes applicable in particular cities are included in Section B.2 below)

**Q4:** Please describe the conditions that TCNs must meet to be able to access private employment in your country.

If different requirements apply for different categories of TCNs from the ones covered in this study (single permit holders authorized to work, seasonal workers, individuals with refugee status or subsidiary protection, family members of TCNs, and long-term residence permit holders), please distinguish between the conditions applied for each category.

Answer:

**Q5:** Are there any programs/schemes in your country to offer incentives (fiscal deductions, wage subsidies, reductions of employers' social security contributions, etc.) to private sector employers hiring third-country nationals?

If several schemes exist in the country, please briefly describe here the ones that you consider most relevant. If such schemes exist only for hiring specific categories of TCNs from the ones covered in this study, please specify it as such, while also briefly describing such schemes.

Answer:

**Q6:** Are there any targeted measures at the national level to encourage migrant entrepreneurship among TCNs?

If several measures exist in the country, please briefly describe here the ones that you consider most relevant. If such measures focus only on specific categories of TCNs from the ones covered in this study, please specify it as such, while also briefly describing such schemes.

Answer:

**Q7:** Please describe the conditions that TCNs must meet to be able to access self-employment in your country.

If different requirements apply for different categories of TCNs from the ones covered in this study, please distinguish between the conditions applied for each category. If TCNs are excluded from certain self-employment domains/activities that are reserved for national/EU citizens, please also mention it here.

Answer:

**Q8:** Please describe the conditions that TCNs must meet to be able to access public employment in your country.

If different requirements apply for different categories of TCNs from the ones covered in this study, please distinguish between the conditions applied for each category. If TCNs are excluded from certain public sector jobs (e.g. police, military forces, diplomats, etc.) reserved for national/EU citizens, please also mention it here.

Answer:

**Q9:** Are there any programs/initiatives in your country to encourage the inclusion of TCNs into the public employment workforce?

If several programs/initiatives exist in the country, please briefly describe here the ones that you consider most relevant. If such schemes focus only on specific categories of TCNs from the ones covered in this study, please specify it as such, while also briefly describing such schemes.

Answer:

**Q10:** Please describe the conditions and procedure for TCNs to access unemployment benefits in your country.

By unemployment benefits we mean cash benefits for individuals who do not have income from employment/self-employment. We specifically refer here to unemployment benefits in situations of total unemployment (as opposed to partial/part-time unemployment). Please mention here any requirements (qualifying period of insurance and/or residence, proof of regular job search, etc.) that conditions the access of TCNs to unemployment benefits. Please also mention which documents TCNs must submit when applying for unemployment benefits, the procedure for claiming such benefits, the duration for which such benefits are granted, and if TCNs can leave the country while receiving unemployment benefits. If different conditions apply for different categories of TCNs from the ones covered in this study, please distinguish between the requirements applied for each category.

Answer:

**Q11:** Do public authorities in your country provide any specific programs/initiatives for language training of TCNs in view of improving their access to the labour market?

If several programs/initiatives exist in the country, please briefly describe here the ones that you consider most relevant. If such schemes focus only on specific categories of TCNs from the ones covered in this study, please specify it as such, while also briefly describing such schemes.

Answer:

**Q12:** Do public authorities in your country provide any specific programs/initiatives for vocational training of TCNs in view of improving their access to the labour market?

If several programs/initiatives exist in the country, please briefly describe here the ones that you consider most relevant. If such schemes focus only on specific categories of TCNs from the ones covered in this study, please specify it as such, while also briefly describing such schemes.

Answer:

**Q13:** Are there any programs/initiatives in your country to fight, prevent or monitor discrimination of TCNs in the labour market?

If several programs/initiatives exist in the country, please briefly describe here the ones that you consider most relevant. If there are particular national institutions/bodies in charge of this area, please also mention their names in English and in the national language(s).

Answer:

**Q14:** During the COVID-19 pandemic, have there been any specific initiatives in your country to ensure TCNs' access to employment or to unemployment benefits?

If several initiatives were implemented at the national level, please briefly describe here the ones that you consider most relevant, while specifying their duration, which authorities initiated them, and whom did they targeted. If such initiatives focused only on specific categories of TCNs from the ones covered in this study, please specify it as such, while also briefly describing such schemes.

Answer:

**Q15:** Since Russia's invasion of Ukraine, have there been any targeted initiatives in your country to ensure the access of Ukrainians fleeing the war to employment or to unemployment benefits?

If several initiatives were implemented at the national level, please briefly describe here the ones that you consider most relevant.

Answer:

**Q16:** Over the past 10 years, have there been any important policy developments at the national level aiming to either facilitate or restrict the access of TCNs to employment or to unemployment benefits?

Please mention any policy development that you did not already code in the questions above. If several policy developments were implemented at the national level over the past 10 years, please briefly describe here the ones that you consider most relevant. If such policy developments focused only on specific categories of TCNs from the ones covered in this study, please specify it as such, while also briefly describing them.

Answer:

**Section B.2 Questions on access to employment IN SPECIFIC CITIES** (see Appendix 1 with the specific cities to be coded for each country).

**Q17:** In addition to the policies/programs/initiatives implemented in the country in general that you coded in Section B.1 above, are there any other additional initiatives to ensure TCNs' access to employment in any of the 2 specific cities identified in your country? If these are policies/programs/initiatives that were adopted by the subnational entity (region/province/community...) in which these cities are located, please make sure to include them here.

If several additional initiatives exist in any of the 2 selected cities, please briefly describe here the ones that you consider most relevant for each city. If such initiatives focus only on specific categories of TCNs from the ones covered in this study, please specify it as such, while also briefly describing such schemes adopted at the city level. If any specific city-level initiatives were adopted during the COVID-19 pandemic or for Ukrainians fleeing the war, please also briefly mention them here.

Answer:

**Q18:** Over the past 10 years, have there been any important policy developments in any of the 2 selected cities aiming to either facilitate or restrict the access of TCNs to employment or to unemployment benefits?

Please mention here only policy developments specifically designed at the city level. If several policy developments were implemented over the past 10 years in any of the 2 selected cities, please briefly describe here the ones that you consider most relevant for each city. If such policy developments focused only on specific categories of TCNs from the ones covered in this study, please specify it as such, while also briefly describing them.

Answer:

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### **Section C. General questions regarding your assessment of the policy framework and the institutions/organizations that can assist TCNs in this area**

**Q19:** In your expert opinion, which are the main strengths and weaknesses of the current policy framework described above that regulates TCNs' access to employment or to unemployment benefits?

Please reflect on the situation in your country in general and, if relevant, also in the 2 selected cities coded above.

Answer:

**Q20:** Are there any good practices for facilitating TCNs' access to employment or to unemployment benefits in your country in general and/or in the two selected cities coded above that you would like to emphasize and which may be shared in the future in other contexts across the EU?

Please provide examples of any relevant good practices that you have identified in your country and/or in the two selected cities coded above.

Answer:

**Q21:** What kind of measures would you recommend to address existing gaps and challenges in TCNs' access to employment or to unemployment benefits in your country?

Please reflect on possible remedies (potential legal/policy reforms, funding, preparedness/adequateness of institutions, etc.) to the gaps that currently exist in these areas in your country in general and, if relevant, also in the 2 selected cities coded above.

Answer:

**Q22:** Please list here the main public institutions that can assist TCNs in accessing employment or unemployment benefits in the country in general and in the two selected cities coded above.

Please provide the names of such institutions in English and in the national language(s), while also adding the link to their respective website(s).

Answer:

**Q23:** Please list here the main civil society organisations that can assist TCNs in accessing employment or unemployment benefits in the country in general and in the two selected cities coded above.

Please provide the names of such institutions in English and in the national language(s), while also adding the link to their respective website(s).

Answer:

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