



PRESS RELEASE

WORK ORGANISATION AND WORKING TIME ARRANGEMENTS LABOUR FORCE SURVEY – AD HOC MODULE 2015

The Hellenic Statistical Authority announces the results of the ad hoc survey on work organisation and working time arrangements (Labour Force Survey ad hoc module 2015). The survey was conducted during the 2nd quarter of 2015 together with the Labour Force Survey.

The **objectives** of the survey were to:

- estimate to which extent employed persons can determine their working time;
- estimate to which extent employed persons work under time pressure and to which extent they are obliged to work outside the normal working hours;
- explore if employed persons can influence the content and order of tasks undertaken;
- describe the main place of work of employed persons and if they have to work in different places; and
- estimate the time needed to get from home to work.

The target population of the survey was employed persons aged 15 years old and over. The response rate of the ad hoc survey was 95.4%.

The main findings of the survey are summarized as follows:

- Self-employed persons have more flexibility in work organisation, yet, they are often forced to change or extend their working hours in order to cope with job needs.
- Working under time pressure is common for all working persons but it is more frequent for employees and self-employed with employees.
- Flexibility in working time arrangements and work organisation varies depending on the demographic and / or professional profile of the employed persons. Older persons and self-employed have more freedom in taking a leave at short notice and they have greater autonomy in planning and carrying out job tasks. This is not the case for persons who have elementary occupations or work in enterprises with more than 10 employees, neither for younger persons nor for foreign nationals. These groups are also the ones that work more frequently under time pressure.
- Working hours are recorded for, approximately, seven out of ten employees. Manual recording by a superior or colleagues is the most common for recording the working hours.

Information

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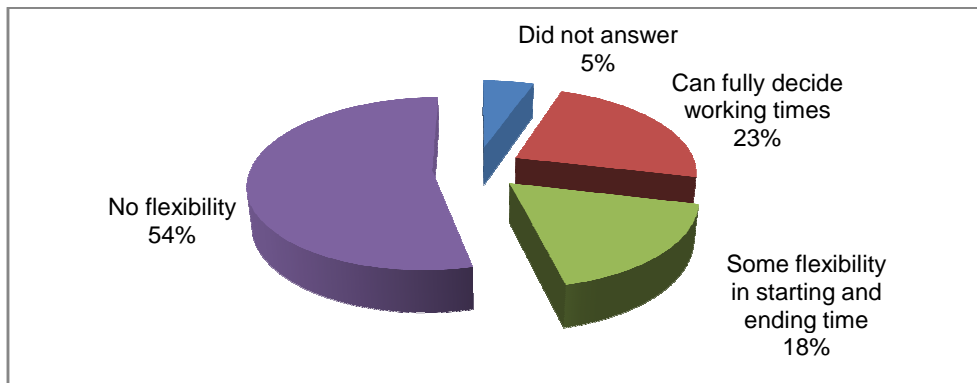
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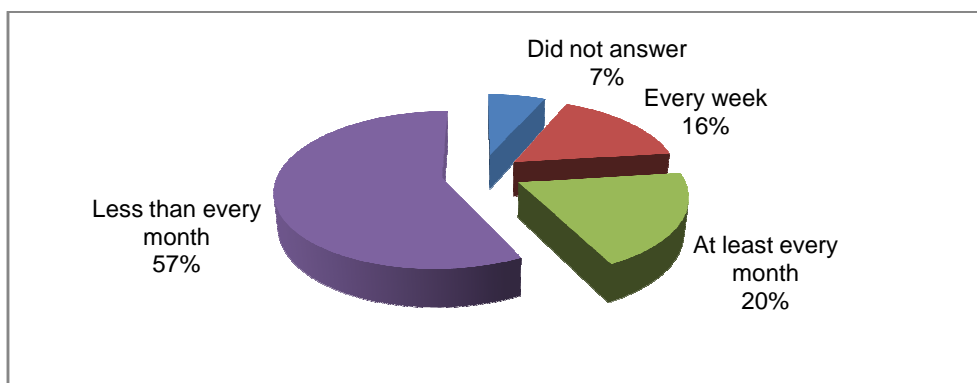
I. Flexibility to arrange start and end of the working time



Can you decide on the start and end of your working times?		Can fully decide working times	Some flexibility in starting and ending time	No flexibility	Did not answer
Gender	Males	25.9%	18.2%	50.5%	5.4%
	Females	20.0%	16.9%	58.0%	5.2%
Age group	15-24	13.7%	16.0%	62.2%	8.1%
	25-34	15.6%	16.1%	62.4%	5.0%
	35-44	19.5%	18.1%	57.6%	4.7%
	45-54	25.8%	18.3%	51.2%	4.7%
	55+	42.0%	18.3%	33.6%	6.1%
Level of education	Up to lower secondary	38.9%	15.5%	39.5%	6.1%
	Upper secondary	20.3%	17.7%	56.5%	5.5%
	Tertiary	15.2%	19.2%	61.2%	4.4%
Nationality	Greek	24.4%	17.8%	52.5%	5.3%
	Foreign	9.8%	15.1%	69.3%	5.8%
Professional status	Self employed with employees	56.1%	25.4%	12.4%	6.1%
	Self-employed without employees	65.6%	17.9%	11.0%	5.5%
	Employee	2.1%	16.0%	77.0%	4.9%
	Family workers	56.2%	27.6%	7.5%	8.7%
Number of employed persons	Up to 10	37.1%	19.2%	38.0%	5.7%
	From 10 and more	2.3%	15.2%	77.8%	4.7%
Economic sector	Agriculture, forestry and fishing	78.0%	7.0%	8.8%	5.2%
	Industry, mining and construction	17.3%	16.6%	60.3%	5.8%
	Services of the business economy	19.0%	20.7%	54.7%	5.6%
	Other services	7.7%	17.8%	69.9%	4.6%
Occupation	Highly skilled non-manual	17.8%	20.8%	57.0%	4.4%
	Low skilled non-manual	11.8%	19.5%	62.7%	5.0%
	Skilled manual	47.1%	12.9%	34.6%	5.4%
	Elementary occupations	5.9%	14.8%	73.6%	5.7%

- More than half of the respondents state that they cannot determine the start or end of their working time. This is more frequent for employees, women, people younger than 34 years, foreign nationals and persons working in enterprises with more than 10 employed persons.
- Approximately one in four respondents stated that he/she can fully decide the start and end of the working time. This is mostly the case for self-employed without employees, as well as for persons working in agriculture (65.6% and 78.0%, respectively). The same goes for skilled manual workers, persons aged 55 and over and persons with lower education.
- Finally, 18% of the employed persons state that they have some flexibility in deciding the start and end of working time. This is more frequent for self-employed with employees and family workers.

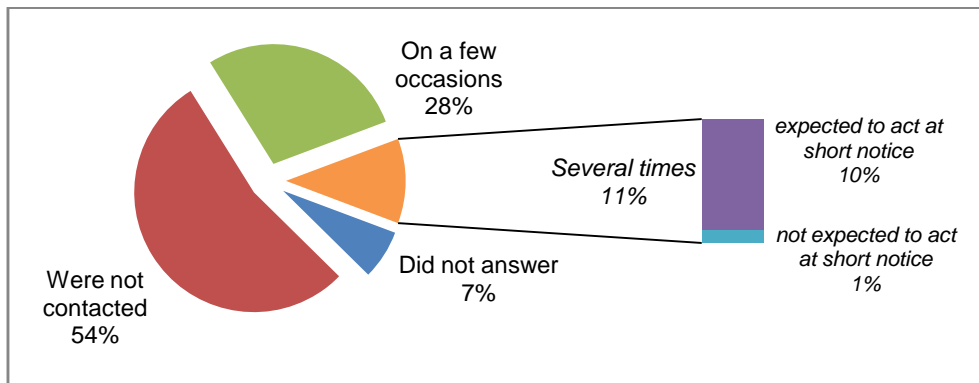
II. Changes in the working time due to work needs



How often do you have to make a change to your working times as required by tasks, clients or your superiors?		Every week	At least every month	Less than every month	Did not answer
Gender	Males	18.8%	20.5%	53.9%	6.7%
	Females	13.2%	18.3%	62.1%	6.4%
Age group	15-24	22.0%	18.7%	50.0%	9.3%
	25-34	16.7%	20.7%	55.5%	7.1%
	35-44	15.8%	20.4%	57.9%	5.9%
	45-54	16.3%	18.5%	59.1%	6.1%
	55+	16.2%	18.5%	57.9%	7.4%
Level of education	Up to lower secondary	17.8%	20.0%	54.4%	7.8%
	Upper secondary	16.5%	19.2%	57.4%	6.9%
	Tertiary	15.4%	19.6%	59.7%	5.3%
Nationality	Greek	16.3%	19.2%	57.9%	6.6%
	Foreign	18.5%	24.4%	50.0%	7.1%
Professional status	Self employed with employees	24.4%	19.9%	47.8%	7.9%
	Self-employed without employees	23.8%	20.8%	48.2%	7.2%
	Employee	13.2%	19.1%	61.7%	5.9%
	Family workers	12.4%	18.8%	57.9%	11.0%
Number of employed persons	Up to 10	18.9%	20.8%	53.3%	7.1%
	From 10 and more	12.8%	17.7%	63.7%	5.9%
Economic sector	Agriculture, forestry and fishing	17.6%	18.9%	56.5%	6.9%
	Industry, mining and construction	16.5%	20.2%	56.3%	6.0%
	Services of the business economy	18.6%	21.7%	52.8%	6.9%
	Other services	12.4%	15.9%	66.0%	5.7%
Occupation	Highly skilled non-manual	16.4%	18.9%	59.4%	5.4%
	Low skilled non-manual	14.2%	19.1%	59.3%	7.4%
	Skilled manual	19.5%	20.1%	53.7%	6.7%
	Elementary occupations	15.4%	22.4%	54.9%	7.3%

- The need for changing the working hours is either imposed by the senior management or the tasks of the work or it results from clients' demands. This need occurs every week for 16% of the employed and at least once a month for another 20%. Those who face more frequently the need for changing the working time are persons working in smaller companies (up to 10 employed persons), in business economy and foreign nationals .
- For more than half of the respondents (57%) the need for changing the working time occurs less frequently than once a month. Such cases refers to the majority of persons working in the non-business services sector (66.0%), to persons working in enterprises with more than 10 employed persons (63.7%), to employees (61.7%) or women (62.1%).

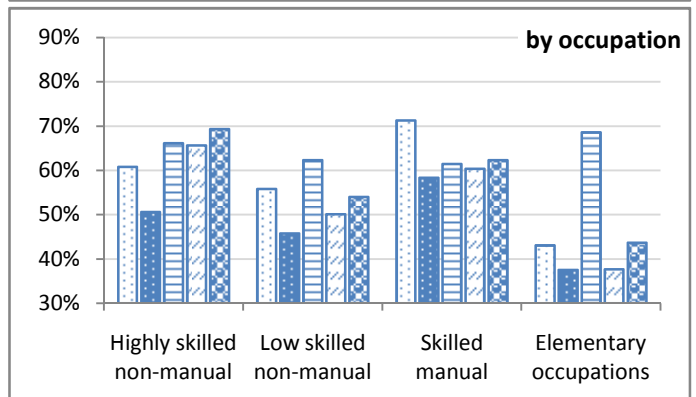
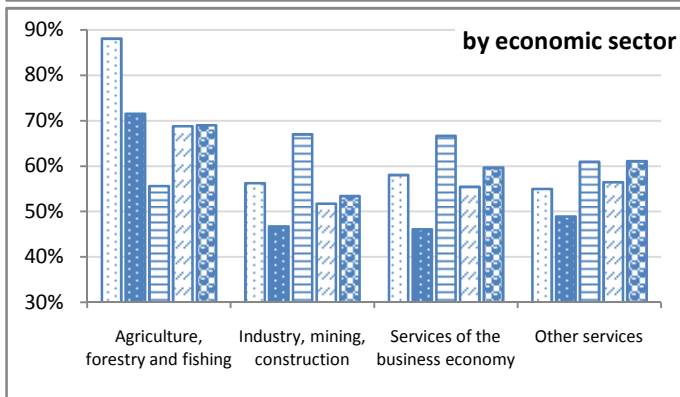
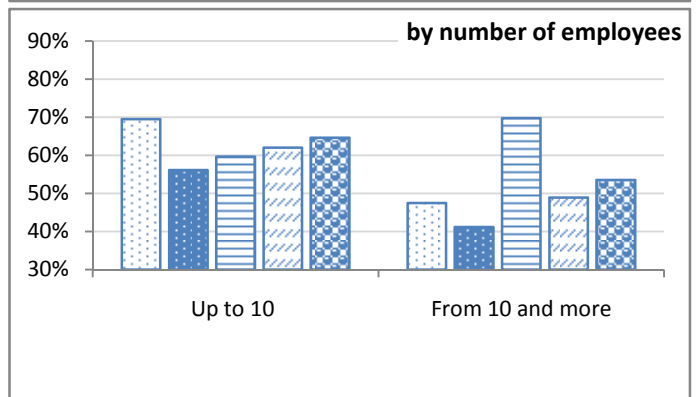
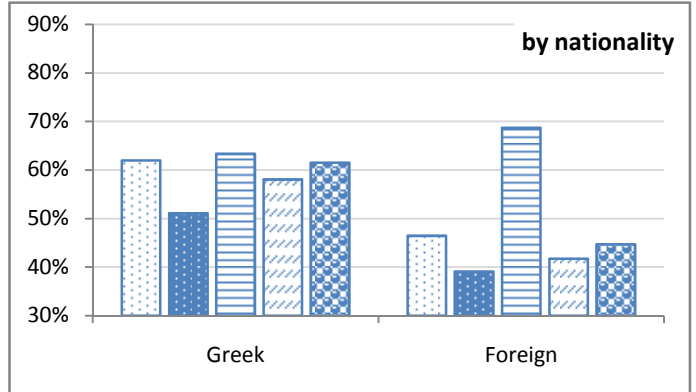
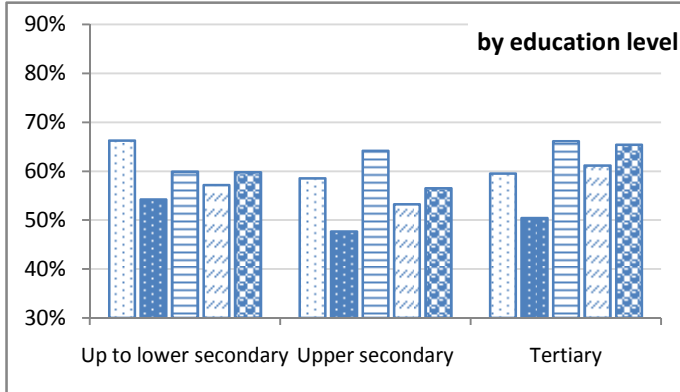
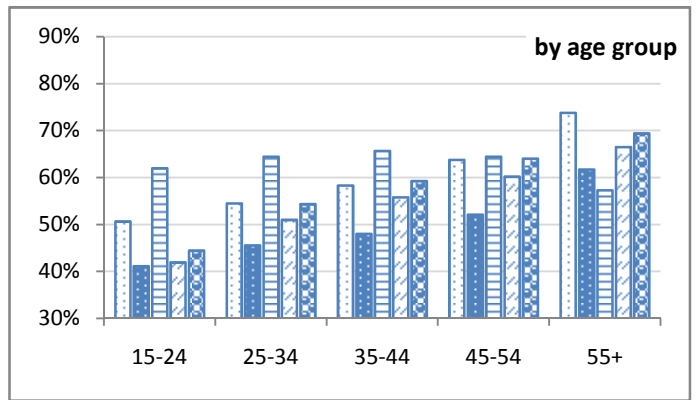
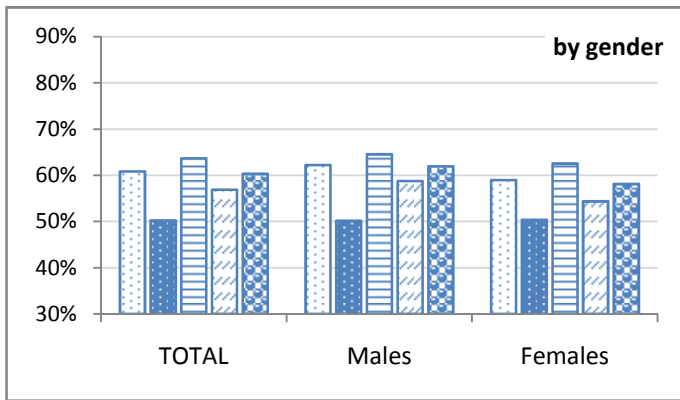
III. Contacted on work issues outside working hours



In the last two months, how often were you contacted on work matters outside your working hours?		Were not contacted	On a few occasions	Several times	Did not answer
Gender	Males	50.2%	29.6%	13.4%	6.7%
	Females	58.5%	26.2%	8.8%	6.6%
Age group	15-24	55.0%	25.2%	10.2%	9.7%
	25-34	51.7%	28.9%	11.8%	7.6%
	35-44	53.4%	29.2%	11.3%	6.0%
	45-54	55.1%	28.1%	11.0%	5.9%
	55+	54.6%	25.8%	12.4%	7.2%
Level of education	Up to lower secondary	57.0%	25.5%	9.8%	7.7%
	Upper secondary	55.4%	27.5%	10.3%	6.9%
	Tertiary	49.3%	31.1%	14.0%	5.6%
Nationality	Greek	53.7%	28.1%	11.6%	6.6%
	Foreign	53.7%	29.2%	9.9%	7.2%
Professional status	Self employed with employees	34.8%	33.6%	23.4%	8.1%
	Self-employed without employees	47.5%	28.2%	17.3%	6.0%
	Employee	57.4%	28.3%	8.1%	6.2%
	Family workers	62.3%	17.9%	9.6%	10.2%
Number of employed persons	Up to 10	51.3%	28.2%	13.2%	7.2%
	From 10 and more	57.4%	28.1%	8.7%	5.8%
Economic sector	Agriculture, forestry and fishing	65.6%	19.7%	8.0%	6.7%
	Industry, mining and construction	52.2%	30.0%	10.8%	6.9%
	Services of the business economy	48.1%	30.9%	13.9%	7.1%
	Other services	58.2%	26.7%	9.4%	5.8%
Occupation	Highly skilled non-manual	46.6%	32.2%	15.6%	5.5%
	Low skilled non-manual	56.4%	26.6%	9.5%	7.5%
	Skilled manual	55.9%	26.6%	10.7%	6.8%
	Elementary occupations	62.4%	24.7%	5.7%	7.1%

- A bit more than one out of three respondents (39%) was contacted outside working hours in the last two months. 28% of them was contacted on a few occasions (once or twice). The remaining 11% was contacted more frequently, mostly with the expectation to take action at short notice.
- Self-employed with employees are most frequently contacted on work matters outside their normal working hours, followed by non-manual highly skilled workers.
- On the contrary, persons working in agriculture, forestry and fishing, persons in elementary occupations and family workers are the least frequently contacted on work matters outside their working hours.

IV. Ability to take a leave from work at short notice – Time pressure – Job autonomy¹



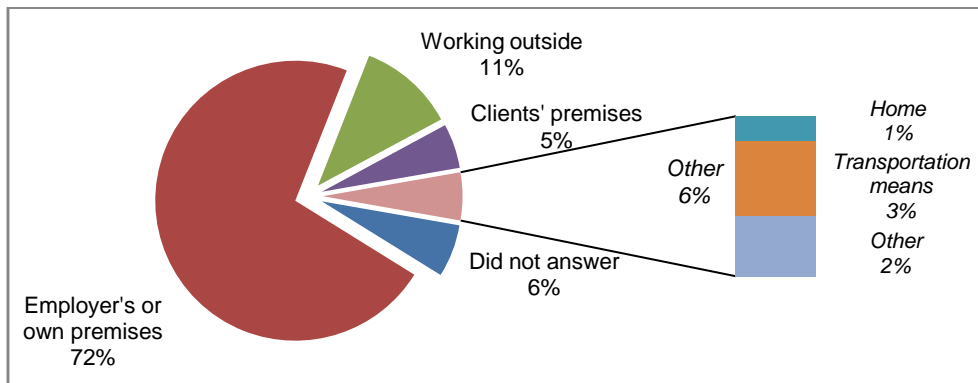
hours off without notice
 days off without notice
 time pressure
 influence task contents
 influence task order

¹ Percentages refer to: a) Absence from work: very easy / quite easy b) Work under time pressure, c) job autonomy: to a large extent / to some extent.

On the basis of the above, it is observed that:

- **Flexibility** in working time was measured by asking respondents if it is possible to (a) take one or two hours off for personal or family matters and (b) to take (again for personal or family reasons) one or two days of leave, at short notice.
- **Job autonomy** was measured by asking respondents on the possibility to influence the content and the order of tasks.
- **Time pressure** was measured by asking respondents how often they are obliged to complete a task within an insufficient time period.
- About 60% of respondents say that it is “quite easy” or “very easy” to take one or two hours off for personal or family matters at short notice, while this falls to 50% when the leave is for one or two days. In general, **absence at short notice is easier for self-employed, older workers, Greek nationals and for persons who work in companies with up to 10 employed persons**. On the contrary, the possibility to take a leave at short notice appears to be more limited for employees and younger persons.
- Job autonomy, to a large or some extent, is reported by more than 55% of the respondents. . Autonomy mostly pertains to the order rather than the content of tasks. **Self- employed, especially with employees, clearly appear to have more autonomy**, as well as Greek nationals, persons working in the agricultural sector or in companies with less than 10 employed persons. Moreover, job autonomy increases with age or skill level of the employed. On the contrary, less autonomy is observed for persons working in the industrial sector.
- **Two out of three respondents state that they work, to a large or some extent, under time pressure**. Time pressure is high irrespective of the respondent category and only in a few cases falls below 60%. Such cases refer to the agricultural sector, self-employed without employees and family workers. Time pressure is higher for foreign nationals, for persons working in companies with more than 10 employed persons and for employees.
- In general, **foreign nationals, persons working in companies with more than 10 employed persons and persons in elementary occupations appear less able to take a leave at short notice, have less job autonomy and they are more likely to work under time pressure**, while the opposite stands for persons aged 55 years and over.

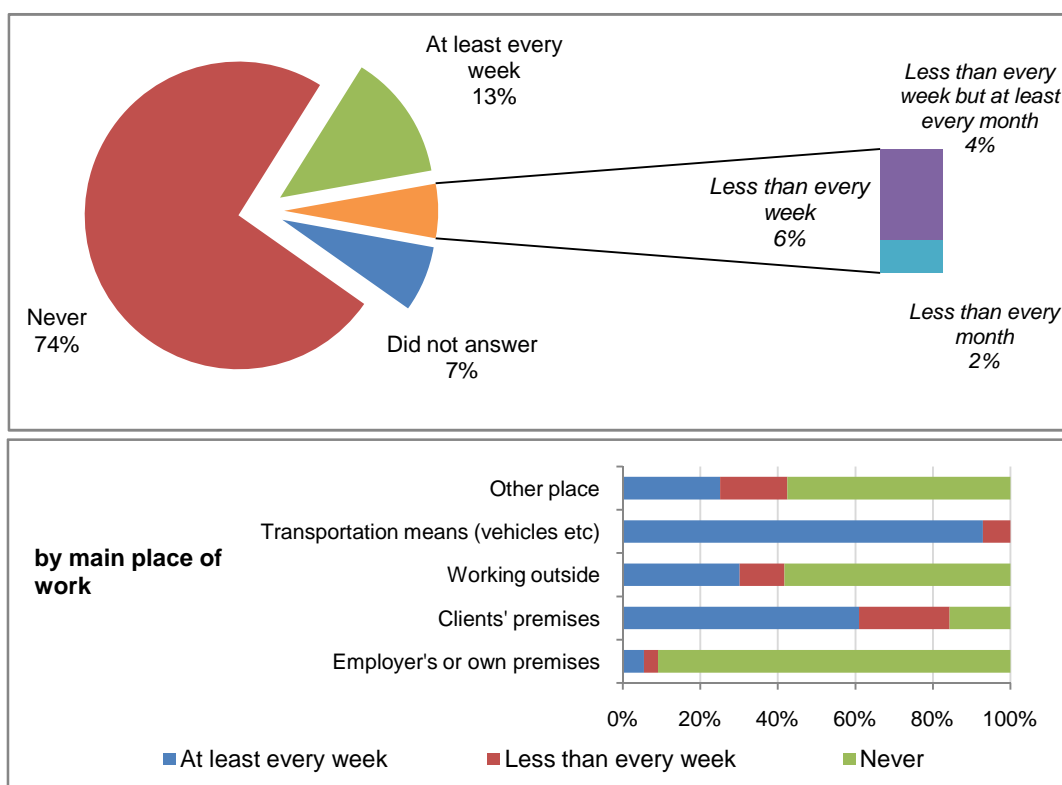
V. Main place of work



What is your main place of work?		Employer's or own premises	Working outside	Clients' premises	Other	Did not answer
Gender	Males	68.1%	11.7%	6.0%	7.8%	6.3%
	Females	77.6%	10.4%	3.9%	2.5%	5.7%
Age group	15-24	73.4%	9.3%	5.4%	3.1%	8.8%
	25-34	77.6%	5.9%	5.2%	4.6%	6.7%
	35-44	75.6%	8.3%	4.9%	5.6%	5.7%
	45-54	70.4%	12.1%	5.6%	6.4%	5.5%
	55+	58.8%	24.6%	4.6%	5.7%	6.3%
Level of education	Up to lower secondary	49.5%	28.6%	7.9%	6.9%	7.2%
	Upper secondary	74.6%	8.1%	4.0%	5.9%	6.3%
	Tertiary	86.5%	1.4%	3.2%	3.0%	4.9%
Nationality	Greek	73.5%	10.9%	4.1%	5.6%	5.9%
	Foreign	54.7%	14.2%	18.8%	4.5%	7.8%
Professional status	Self employed with employees	79.8%	7.0%	3.7%	2.1%	6.5%
	Self-employed without employees	49.7%	29.6%	6.7%	7.8%	6.2%
	Employee	81.1%	2.9%	4.0%	5.3%	5.8%
	Family workers	50.2%	37.2%	0.9%	2.2%	9.4%
Number of employed persons	Up to 10	63.7%	17.5%	6.8%	5.6%	6.5%
	From 10 and more	85.1%	1.5%	2.6%	5.4%	5.5%
Economic sector	Agriculture, forestry and fishing	16.4%	73.9%	0.4%	3.2%	6.2%
	Industry, mining and construction	70.8%	3.7%	14.4%	4.1%	6.0%
	Services of the business economy	82.0%	1.4%	3.4%	6.8%	6.4%
	Other services	83.3%	1.2%	5.1%	5.3%	5.0%
Occupation	Highly skilled non-manual	87.7%	0.7%	3.1%	3.7%	4.8%
	Low skilled non-manual	86.6%	1.4%	2.2%	3.1%	6.8%
	Skilled manual	41.7%	33.4%	7.9%	10.6%	6.4%
	Elementary occupations	60.3%	12.2%	16.3%	4.4%	6.8%

- More than seven out of ten respondents work at the employer's business premises or their own business premises. The corresponding figures are higher for persons of higher education, those who practice non-manual occupations or work in companies with more than 10 employed persons or in the services sector.
- 11% of the respondents say that they work outdoors. It goes without saying that the highest percentage is observed for persons working in agriculture (74%), followed by skilled manual workers and family workers. More generally, high percentages are also observed for older persons and persons of lower education
- Working in the clients' premises was reported by 5% of the respondents. This is more frequent among foreign nationals, persons working in industry, mining and construction and in elementary occupations.
- The rest of the responses refer to persons working at home, (1%), the means of transportation (vehicles, vessels or aircrafts) or other places (e.g. mines).

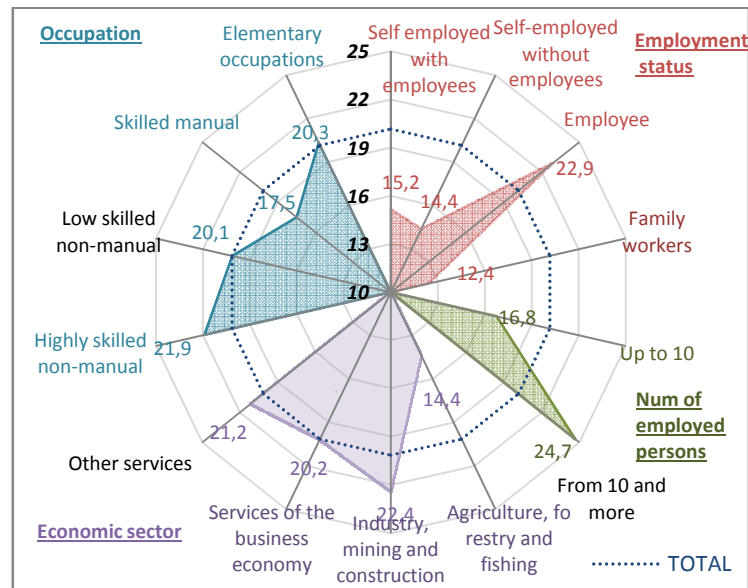
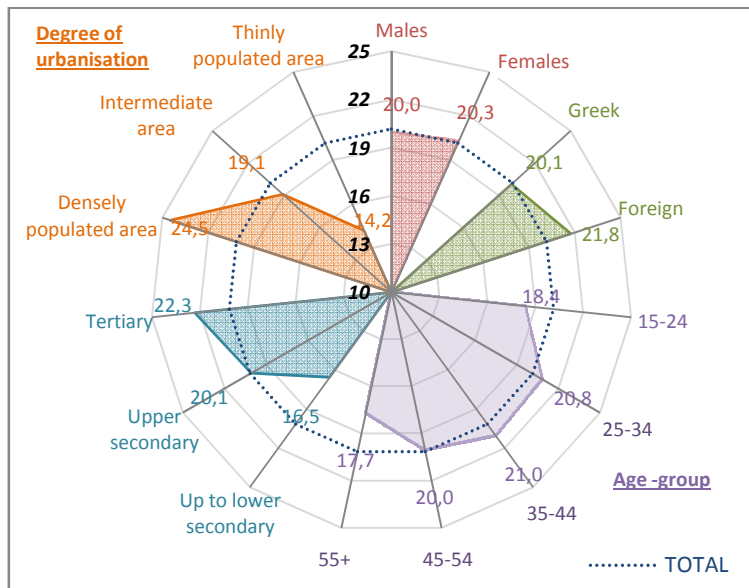
VI. Work on other location than the main place of work



How often do you work on other location than the main place of work?		At least once every week	Less than once every week	Never	Did not answer
Professional status	Self employed with employees	12.1%	5.1%	76.0%	6.8%
	Self-employed without employees	22.1%	8.6%	61.4%	7.8%
	Employee	10.2%	4.9%	78.6%	6.4%
	Family workers	11.8%	3.2%	75.1%	9.9%
Number of employed persons	Up to 10	16.2%	6.4%	69.7%	7.6%
	From 10 and more	8.8%	4.6%	80.8%	5.8%
Economic sector	Agriculture, forestry and fishing	23.0%	8.5%	60.9%	7.6%
	Industry, mining and construction	16.1%	10.5%	64.9%	8.4%
	Services of the business economy	12.1%	4.1%	76.7%	7.1%
	Other services	9.0%	4.5%	81.1%	5.4%
Occupation	Highly skilled non-manual	8.6%	5.5%	80.9%	5.1%
	Low skilled non-manual	6.3%	2.4%	84.1%	7.2%
	Skilled manual	24.3%	9.8%	57.7%	8.2%
	Elementary occupations	21.4%	5.7%	64.9%	8.1%

- Almost three in four respondents said they never change workplace. This is mostly the case for persons working in the “other services” sector, i.e. public administration, health and education, as well as for non-manual occupations either skilled or unskilled.
- 13% of the respondents change workplace at least once a week; this applies mostly for persons working in the agricultural sector, skilled manual workers and self-employed without employees.
- Approximately 6% of the respondents changes workplace less frequently than once a week.
- The bar chart above depicts the frequency of workplace change by main workplace of the respondents. It can be observed that persons working in the employer’s business premises or their own business premises rarely change workplace, while the opposite stands for persons working in transportation means (vehicles, vessels or aircrafts).

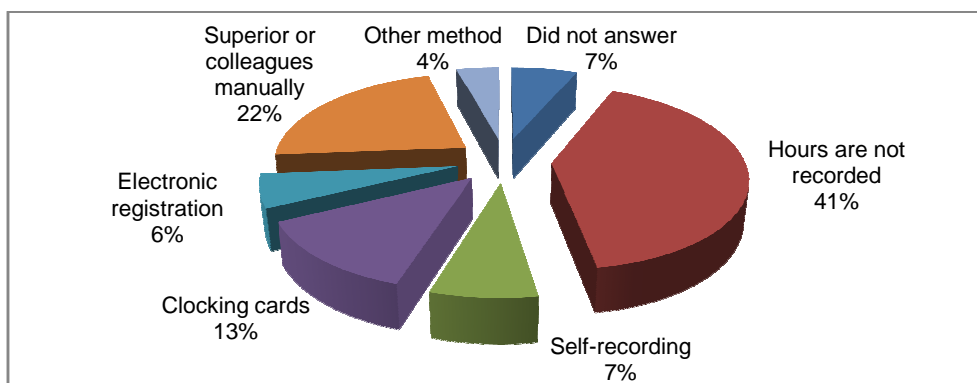
VII. Commuting time (in minutes)



- The graph refers to the average commuting time for all employed persons as well as various respondent categories.
- Each colored polygon corresponds to a distinct variable (gender, age, occupational status, etc.)
- The vertices of the polygons correspond to different categories of variables. For example, the polygon (triangle) that corresponds to gender has two vertexes - the one corresponds to males (with mean commuting time 20.0 minutes and the other to females (with mean commuting time 20.3 minutes)
- The inner dotted circle refers to the average time for all employed persons and is included for comparison with the individual categories.

- The average commuting time for all employed persons is estimated at, approximately, 20 minutes.
- Striking differences are observed, depending on the degree of urbanization, level of education, professional status and number of persons working in the business.
- In particular, the longest commuting time is reported by persons living in densely populated areas, by persons working in local units with more than 10 employed persons, and by employees. The shortest commuting times were reported by workers living in sparsely populated areas, by self-employed and by workers in the agricultural sector.
- There is no difference between the commuting times reported by men and women. In general, there are only slight differences between the commuting times reported by persons working in different sectors of economy or by persons of different occupation, different age or different nationality, and such differences rarely exceed 2 minutes.

VIII. Recording of working hours



Which method is used to record the number of hours you work?		Hours are not recorded	Self-recording	Clocking cards	Electronic registration	Superior or colleagues manually	Other method	Did not answer
Professional status	Self employed with employees	77.1%	13.3%	0.8%	0.8%	0.0%	1.7%	6.2%
	Self-employed without employees	78.9%	11.6%	1.1%	0.6%	1.2%	0.9%	5.6%
	Employee	20.4%	5.2%	19.6%	8.8%	33.5%	5.9%	6.6%
	Family workers	80.8%	7.7%	0.3%	0.3%	1.4%	0.4%	9.1%
Number of employed persons	Up to 10	57.6%	9.9%	4.2%	2.0%	16.4%	3.2%	6.7%
	From 10 and more	15.5%	3.6%	26.5%	11.9%	30.7%	5.6%	6.1%
Economic sector	Agriculture, forestry and fishing	82.9%	6.5%	0.7%	0.4%	2.9%	0.0%	5.6%
	Industry, mining and construction	34.1%	7.6%	19.9%	5.7%	22.0%	3.6%	7.2%
	Services of the business economy	40.4%	7.5%	12.3%	6.3%	22.5%	4.1%	6.8%
	Other services	25.5%	7.5%	16.4%	8.1%	30.5%	6.1%	5.9%
Occupation	Highly skilled non-manual	36.4%	8.0%	14.0%	8.6%	22.3%	5.2%	5.4%
	Low skilled non-manual	32.8%	6.3%	15.6%	7.0%	27.0%	3.9%	7.4%
	Skilled manual	58.0%	7.6%	8.1%	2.5%	14.4%	3.2%	6.2%
	Elementary occupations	30.0%	9.2%	16.1%	3.2%	28.7%	5.4%	7.3%

- Slightly more than 40% of the respondents stated that working hours are not recorded. As expected, this is more usual among self-employed (approximately 81%) or family workers, while it is also observed for 20% of employees. Working hours are not recorded in the agricultural sector or small businesses, i.e. where higher shares of self-employed and/or family workers are observed.
- Self-recording of working hours is limited (7%) and mainly observed among self-employed persons.
- 45% of the respondents report that there is some method for recording their working hours. The most common is the manual recording by a superior or a colleague (22%), followed by the traditional clocking card (13%) and electronic registration (6%). Recording working hours is more frequent for employees, larger companies and non-business sector, which, by and large, consists of public services. The means of recording varies depending on economic sector and occupation: clocking card is reported more often in industry, whereas manual recording in the non-business sector.

EXPLANATORY NOTES

Survey on work organisation and working time arrangements The ad-hoc survey on “work organisation and working time arrangements” was conducted in the 2nd quarter of 2015 together with Labour Force Survey. Its main objective was to collect data on the degree of flexibility in working times, work organization methods and place of work.

Legislation There was no legal framework for the 2015 ad-hoc survey on “work organisation and working time arrangements”

Reference Period The reference period is the reference week, as defined in the Labour Force Survey (LFS).

Coverage The target population of the Quarterly LFS comprises of all persons that are living in private households. The ad-hoc survey on “work organisation and working time arrangements” addressed a subset of that population, and in particular, employed persons.

Definitions - Clarifications **Days take-off at short notice:** Sick leave, long term and planned vacations of any duration are not included. At short notice means within one working day.

Change of working times: Overtime is also included.

Economic sector	<u>NACE rev2 sectors</u>
Agriculture, forestry and fishing	A
Industry, mining and construction	B-F
Services of the business economy	G-N
Other services	O-U
 Occupation	 <u>ISCO-08 groups</u>
Highly skilled non-manual	1-3
Low skilled non-manual	4-5
Skilled manual	6-8
Elementary occupations	9

Methodology The ad-hoc 2015 survey estimates are produced by means of a suitable unbiased estimator which takes into account a) the probability of selection of every sampled household, b) the response rate in every primary sampling unit, c) the estimated population, allocated by NUTS II region, gender and age group.

References More information (tables, methodology) about the ad-hoc module can be found on ELSTAT website: <http://www.statistics.gr/en/statistics/-/publication/SJO28/->