

Step-by-step plan for Notification Portal for service recipients in the Netherlands

As a service recipient in the Netherlands, are you using a company or self-employed person from abroad (another EEA country than the Netherlands, or Switzerland) for a temporary job? Then you have a duty to check whether they are correctly registered before their arrival. This duty to notify is part of the WagwEU (the Terms of Employment Posted Workers in the European Union Act). Checking the registered companies and posted workers from abroad can only be done through the online Notification Portal on www.postedworkers.nl, in Dutch or English.

More Information

You can find more information about posting workers to the Netherlands or accepting a posting in the Netherlands on www.postedworkers.nl.

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Step 1: The report

The company or self-employed person from abroad who is coming to the Netherlands to do a temporary job for you notifies this service through the Notification Portal on www.postedworkers.nl. The company or self-employed person from abroad enters details like: their own details, the details of your company, the scheduled start and end date of the service, the address of the workplace and the details of their workers, if applicable.

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Step 2: Sending

Once the company or self-employed person from abroad has entered all the details of the service, they send the notification through the online Notification Portal. You will receive an e-mail requesting you to check whether the service has been reported correctly.

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Step 3: Logging in

In order to be able to check the service, you need to log in to the Notification Portal on www.postedworkers.nl using eRecognition or with your e-mail address and password, which you can request on the Notification Portal login page. You will find the Notification Portal at the bottom of the webpage.

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Step 4: Verification

You must check whether the company or self-employed person from abroad has notified the service correctly, including the scheduled start and end date of the service, your details and company details, and the address of the workplace. You can either approve or reject the report, and you can give several reasons for rejecting it.

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Step 5: Rejecting the report

If the notification needs to be amended, because the company or self-employed person from abroad has filled in the wrong workplace, for example, then you must reject the notification. The company or self-employed person from abroad then receives an e-mail stating that they need to amend the notification and resubmit it through the Notification Portal.

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Step 6: Approving the report

If the company or self-employed person from abroad has submitted the notification correctly, then you must approve the notification. After doing so, you do not need to do anything else with the notification, unless there is a change to the service in the meantime. Interim changes must be entered by the company or self-employed person from abroad through the Notification Portal, and you must then approve or reject the notification again.