



# PRESS RELEASE

19 . November . 2019

## WORK ORGANISATION AND WORKING TIME ARRANGEMENTS

Labour Force Survey ad hoc module - 2<sup>nd</sup> quarter of 2019

### WORK ORGANISATION AND WORKING TIME ARRANGEMENTS

For 64.7% of the employed population, the working hours are decided by the employer, clients or legal regulations and not by the worker himself (regardless of deciding with or without restrictions). This percentage is higher for women (68.4%) than for men (61.1%). Nevertheless, for 67.6% of the employed population it seems to be easy or very easy to take one or two hours off for personal or family reasons giving notice at short notice - on the same or the previous day.

For 42.8% of the employed population (46.2% for men and 39.4% for women) it is easy or very easy to take one or two vacation days planned at short notice. This percentage is lower among employees (39.9%).

28.8% of the employed population claims to always or often work under time pressure, having to complete tasks or make decisions within an insufficient time span.

Just over a third of the employed population (34.1%) states to have full or great autonomy to decide both the order and content of tasks performed.

The employers' or own premises are the main place of work for 78.0% of the employed population, a much higher percentage for women (87.9%) than for men (68.4%).

## 1. INTRODUCTION

Statistics Portugal publishes the results of the Labour Force Survey ad hoc module 2019 on “Work organisation and working time arrangements”.

This module was conducted, as usual, in the 2<sup>nd</sup> quarter of 2019 together with the Labour Force Survey and corresponds to the fourth edition of a European survey on this subject<sup>1</sup>.

The module is organised into three sub-modules: flexibility of working times, methods at work and place of work.

The target population corresponds to the persons resident in Portugal with 15 years old or over, who were employed in that quarter (4,916.7 thousand people).

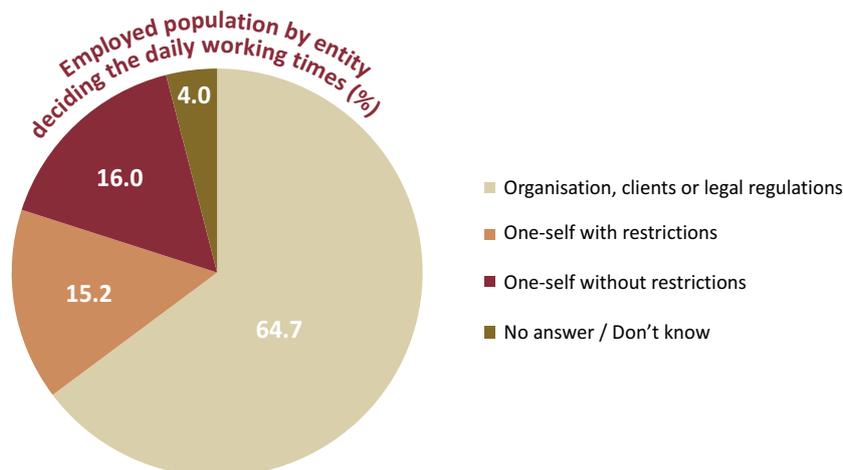
In this Press Release, the main results of the module are analysed. In the Excel tables attached are presented more detailed results, relating them with other variables of the Labour Force Survey.

The Press Release has three additional sections: in the following are presented the results concerning the three sub-modules above mentioned; next, are analysed two summary indicators; and, finally, the results are compared with the previous edition of 2015.

## 2. MAIN RESULTS

### 2.1 Flexibility of working times

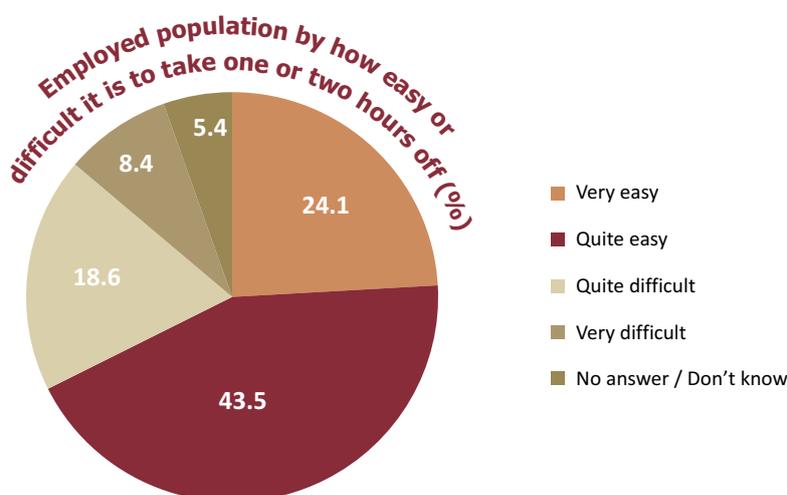
#### ➔ Who determinates the working hours?



<sup>1</sup>) The first edition took place in the 2<sup>nd</sup> quarter of 2001 under the name “Length and patterns of working time”, while the second edition was conducted in the 2<sup>nd</sup> quarter of 2004 and the third in the 2<sup>nd</sup> quarter of 2015, both already under the name “Work organisation and working time arrangements”. However, the comparison among these editions is limited by the changes made. The variables observed in the 2015 and 2019 editions differ significantly in scope from those observed in the previous editions. Additionally, in 2019, the target population was the entire employed population (not excluding subsistence farming or fishing as in 2015) and some variables were assessed through different response categories than the ones used in 2015 or were addressed to different population groups.

For 64.7% of the employed population, the working hours are decided by the employer, organisation, clients, or legal regulations and not by the worker him/herself (with or without restrictions). This situation is more frequent amongst women (68.4%) than men (61.1%). It is also more frequent for employees (74.0%) and, amongst them, for those with a work contract of limited duration (78.1%), although 19.6% of self-employed workers have also this limitation. Doing the analysis by main economic activity of the employer, this situation is also more common for those working in manufacturing and in human health and social work activities (77.7% in both) and less frequent in agriculture, forestry and fishing (25.2%). In the analysis by highest completed level of education, the frequency is lower amongst those with tertiary education (55.9%).

## → How easy or difficult is it to take one or two hours off giving notice in the short term?



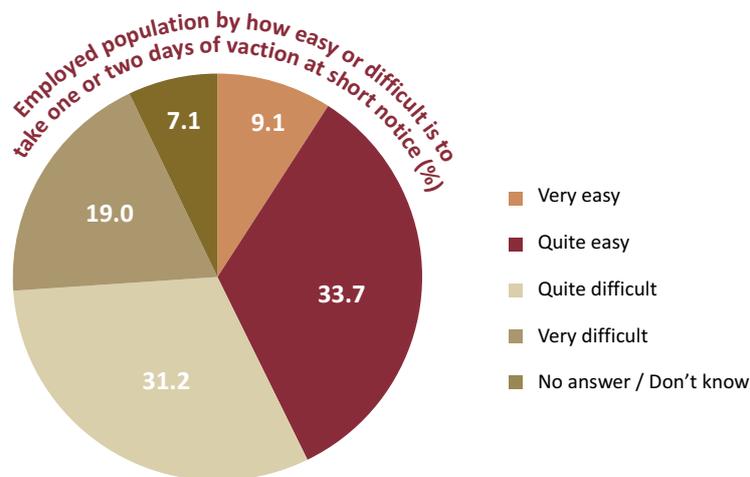
For 67.6% of the employed population it seems<sup>2</sup> to be quite or very easy to take one or two hours off for personal or family matters at short notice (within one working day). This proportion rises to 70.1% for men and drops to 65.0% for women. By professional status, it stands at 84.8% for self-employed workers and decreases to 64.0% for employees (and to 53.5% for employees with a work contract of limited duration). By main activity, that percentage is higher in real estate activities (88.4%) and smaller in human health and social work activities (51.2%).

## → How easy or difficult is it to take one or two days of vacation giving notice in the short term?

For 42.8% of the employed population (46.2% for men and 39.4% for women) it is quite or very easy to take one or two vacation days at short notice<sup>3</sup>.

<sup>2</sup>) It relates to the individual perception (if I needed, I could). Dramatic personal or familiar motives due to accidents or emergencies are excluded from this variable.

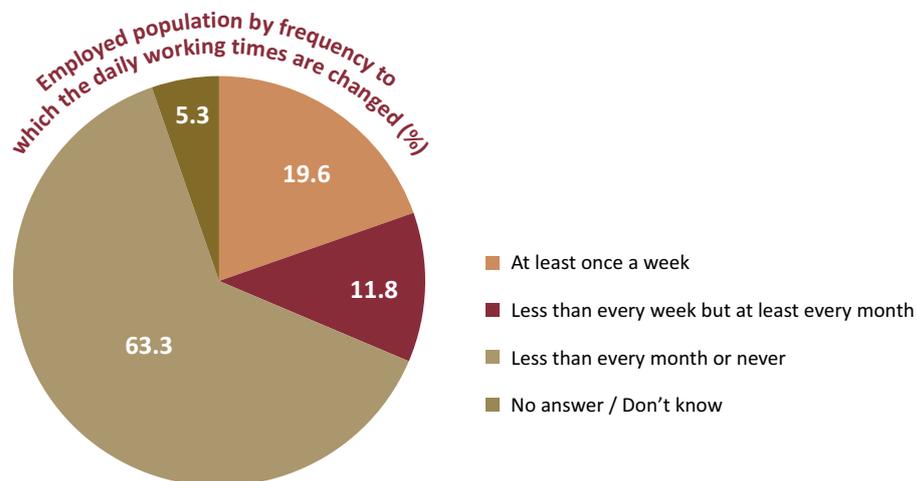
<sup>3</sup>) By "short notice" is understood within three working days.



That proportion rises to 56.6% for self-employed workers and decreases to 39.9% for employees (and to 28.7% for employees with a work contract of limited duration). By main economic activity of the employer, it is higher for those working in agriculture, forestry and fishing (65.7%) and smaller for those in education (24.6%).

## ➔ How often the working hours are changed (due to demands of work, clients or hierarchical superiors)?

63.3% of the employed population states to change their working hours only occasionally (less than every month or never) due to work demands, clients or superiors.



Women are the ones that less frequently have to change their working times (66.4% against 60.2% of men).

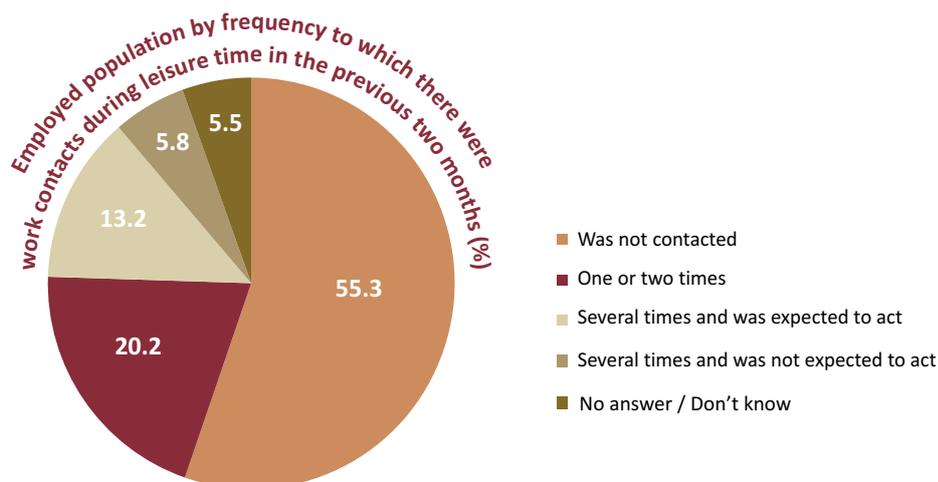
This proportion stands at 66.2% for employees and decreases to 48.6% for self-employed workers.

Doing the analysis by main economic activity, the larger proportion was observed in manufacturing (74.3%) and the smaller in professional, scientific and technical activities (43.7%).

## ➔ How often there were work contacts during leisure time in the previous two months?

More than half of the employed population (55.3%) refers not having been contacted outside working hours in the last two months for professional matters. This situation is more often reported by women (59.7%) than men (50.9%).

Considering the three education levels of education under analysis, the proportion of those not having been contacted is smaller amongst those having completed the tertiary education (38.8%) and larger amongst those having completed, at most, the first and second stages of basic education (67.5%).

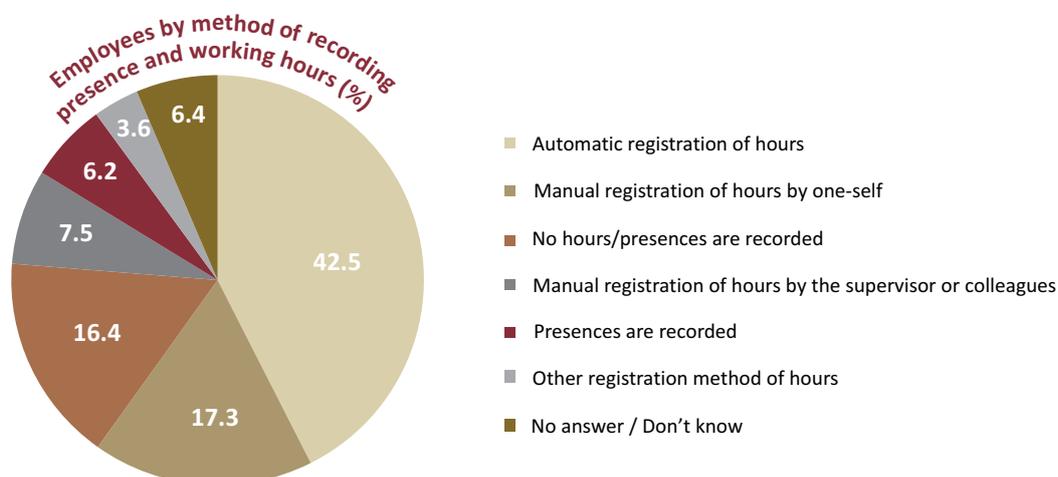


56.8% of employees stated not having been contacted for work purposes during leisure time (60.5% of those with a work contract of limited duration), while only 47.3% of self-employed workers said the same.

Analysing by main economic activity, the largest proportion was found in the agriculture, forestry and fishing (83.3%) and the smallest in the real estate activities (31.0%).

## 2.2 Methods at work

### ➔ Method of recording presence and working hours

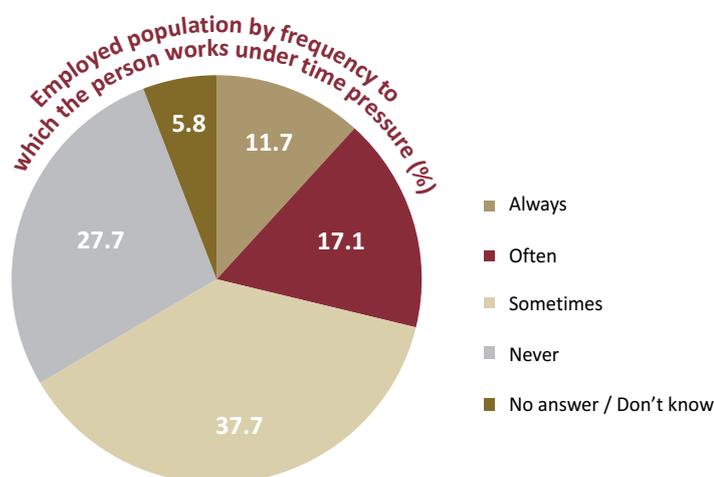


The record of working hours is done by 70.9% of employees, being more the women saying that follow this procedure (72.1%) than men (69.7%).

The automatic registration through a clocking system, for instance, is the most frequent method, performed by 42.5% of employees (41.3% of men and 43.6% of women). Only 6.2% of employees record their presence in the work place without recording their working hours and 16.4% do not record either presence or hours.

## → Frequency to which the person works under time pressure

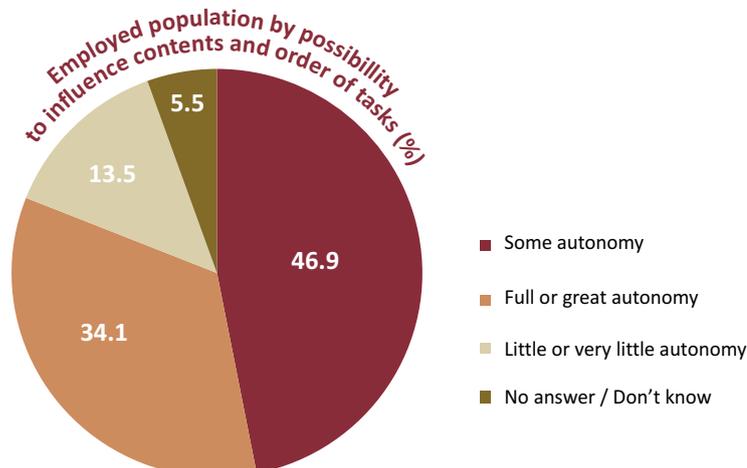
28.8% of the employed population claims to work always or often under time pressure, having to finish tasks or take decisions within a time span considered to be insufficient, a feeling reported similarly by both sexes (29.1% of men and 28.5% of women).



Considering the three education levels of education under analysis, that proportion is higher for those having completed the tertiary education (41.8%) and smaller for those having completed, at most, the first and second stages of basic education (18.6%). Amongst the main economic activities with significant values, the largest percentage was observed in the financial and insurance activities (52.3%).

## → Possibility to influence contents and order of tasks

The following picture summarizes the response categories distribution (out of 10 possible) of this module question into four groups: full or great autonomy, some autonomy, little, very little or no autonomy, and no answer/don't know.



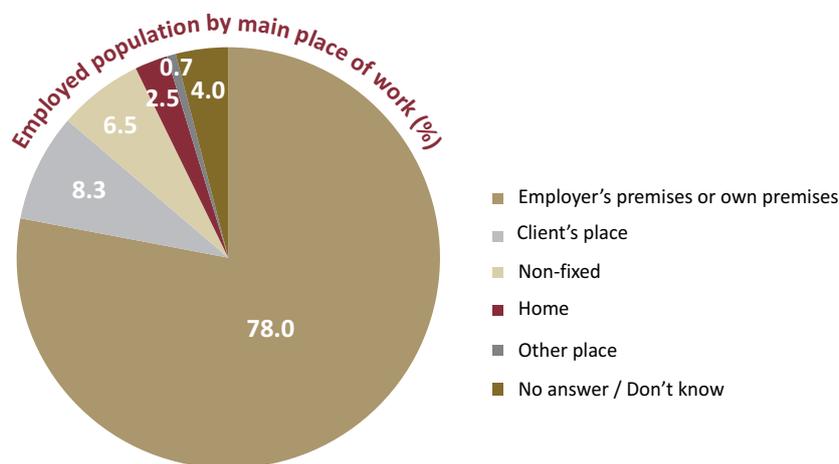
A little more than one third of the employed population (34.1%) states to be able to influence both the order and content of tasks performed, a situation reported by 35.9% of men and by 32.4% of women. Nonetheless, 13.5% of the employed population claims to have little or no job autonomy.

Doing the analysis by professional status, 76.0% of self-employed workers say to have total or great autonomy, while only 25.7% of employees has that perception.

## 2.3 Place of work

### → Main place of work

The employer's premises or own premises are the main place of work for 78.0% of the employed population, with notable differences between men (68.4%) and women (87.9%).



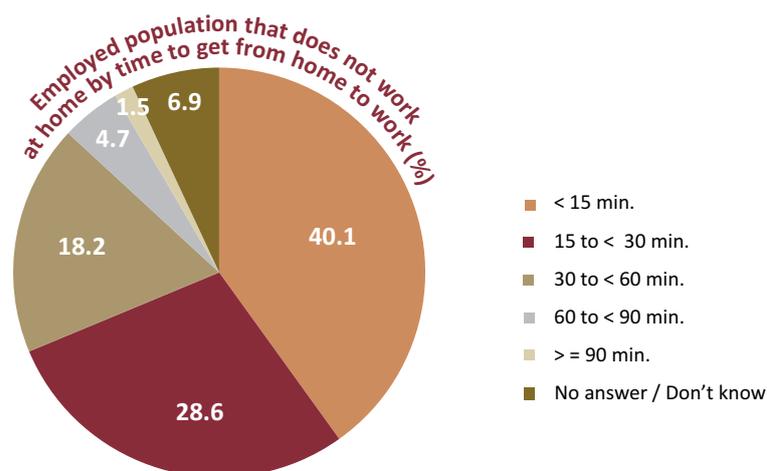
This proportion stands at 80.9% amongst employees and it's smaller amongst self-employed workers (63.4%) even though 11.0% of the latter state to work on the client's premises.

### → Time to get from home to work

More than two thirds of the employed population that does not work at home<sup>4</sup> (68.7%) take less than 30 minutes to get from home to work (66.3% of men and 71.1% of women).

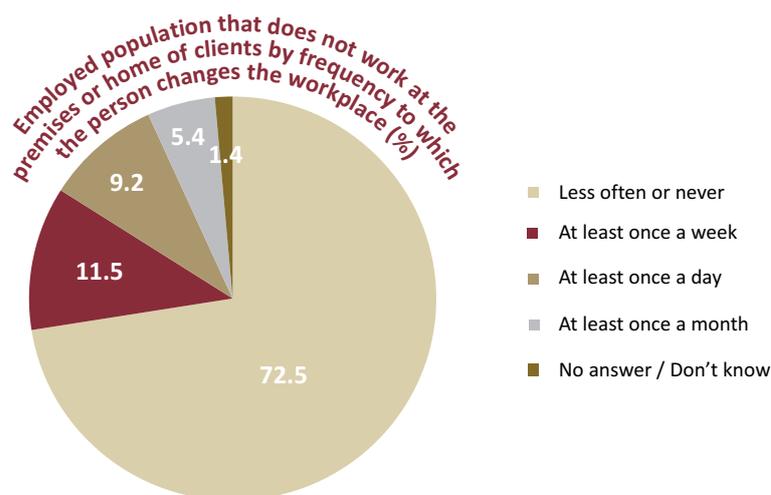
Doing the analysis by professional status, the proportion is larger for self-employed workers (75.6%) than for employees (67.4%).

<sup>4</sup>) This is whose main workplace is not "at home".



## ➔ Frequency to which the person changes the workplace

The large majority of the employed population (excluding those working at the premises or homes of clients) indicates to work less than every month or never on other location than their main place of work (72.5%), being more the women (80.4%) than the men (64.8%) doing this statement.



### 3. SUMMARY INDICATORS

Similar to what was observed in 2015<sup>5</sup>, the analysis conducted in the previous section reveals the existence of a pattern, more or less systematic, in certain population groups.

That translates, in particular, in the existence of high correlations between some module's variables, considering as variables the relative frequencies of employed persons in one or more response categories of each of the 11 variables under analysis and as individuals the 53 population groups<sup>6</sup> for which the results were disaggregated, as shown in Tables 1 to 11 of the Annex.

By analysing the linear correlation coefficients between the eleven variables, it is possible to identify **two groups** of variables that have large correlations with each other.

5) Available at [www.ine.pt](http://www.ine.pt), Products / Studies / "Por tema" = "Mercado de trabalho".

6) Organised by NUTS II region of residence, sex, age group, completed level of education, professional status, work contract, work duration regime, main economic activity of the employer, and occupation.

Linear correlation between some variables of the module				
	Variable 1	Variable 2	Variable 3	Variable 8
Variable 1	1			
Variable 2	0.829	1		
Variable 3	0.809	0.909	1	
Variable 8	0.737	0.723	0.615	1
	Variable 4	Variable 5	Variable 11	
Variable 4	1			
Variable 5	0.569	1		
Variable 11	0.439	0.742	1	

Source: Statistics Portugal, Labour Force Survey ad hoc module 2019 "Work Organisation and Working Time Arrangements".

## Group 1

- > Variable 1: % of the employed population that can determine their daily working time (with or without restrictions) (built from the results of Table 1).
- > Variable 2: % of the employed population that states to be quite or very easy to take one or two hours off at short notice (Table 2).
- > Variable 3: % of the employed population that states to be quite or very easy to take one or two days off vacation at short notice (Table 3).
- > Variable 8: % of the employed population that have the possibility to influence order and/or content of tasks (Table 8).

## Group 2

- > Variable 4: % of the employed population that indicate that their working time is changed at least once a week (Table 4).
- > Variable 5: % of the employed population that state to have been contacted more than two times during their leisure time in the last two months (being or not expected to act before the next working day) (Table 5).
- > Variable 11: % of the employed population that do not work at the clients' premises or home and that indicate to have worked in more than one location every week or every month (Table 11).

With these two groups, two summary indicators were computed (Table 12):

- > Indicator 1: % of the employed population that has chosen, simultaneously, the above mentioned response categories for variables 1, 2, 3, and 8. This indicator, given its composition, was called **Indicator of working time flexibility and job autonomy**.
- > Indicator 2: % of the employed population that has chosen, simultaneously, the above mentioned response categories for variables 4, 5 and 11. This indicator was named **Indicator of the need for changing the usual working times and workplace**.

The analysis of these summary indicators shows that, in Portugal, in the 2<sup>nd</sup> quarter of 2019, **18.6%** of the employed population indicate to have flexibility in managing their working time and the possibility to influence the order and/or content of tasks as defined for indicator 1<sup>7</sup>. The degree of flexibility and job autonomy changes, however, according to the sociodemographic and the employment's characteristics of this sub-group of the employed population, in particular in the following cases:

<sup>7</sup>) It should be noted that these are the employed persons who responded, simultaneously, in variables 1, 2, 3, and 8, to the response categories identified as having greater flexibility and autonomy. As supplementary information, 6.7% of the employed population in the 2<sup>nd</sup> quarter of 2019 responded simultaneously, in the same variables, to the remaining modalities (less flexibility and autonomy).

- > Persons residing in *Área Metropolitana de Lisboa* (21.2%).
- > Men (21.0%).
- > Persons aged 45 and over (22.0%) or 35 to 44 (18.1%).
- > Having completed the tertiary education (23.5%).
- > Unpaid family workers (55.6%) and self-employed workers (48.4%).
- > Employees with other contractual arrangements (this is, work contract neither of unlimited nor of limited duration the so called “services providers”) (25.1%).
- > Working part-time (39.3%).
- > Employed in the real estate activities (45.0%), in the information and communication activities (39.0%) or in the professional, scientific and technical activities (34.2%).
- > Employed in the following occupations: skilled agricultural and fishery workers (53.8%), managers (39.7%) and professionals (23.4%).

On the other hand, only **4.8%** of the employed population refer to need to work outside their regular working hours and workplace as defined for indicator 2<sup>8</sup>. This need changes, as well, according to the sociodemographic and the employment's characteristics of this sub-group of the employed population, namely in the following cases:

- > Persons residing in *Área Metropolitana de Lisboa* (6.9%).
- > Men (6.8%).
- > Persons aged 35 to 44 (6.5%).
- > Having completed the tertiary education (8.7%).
- > Self-employed workers (10.8%).
- > Employees with other contractual arrangements (this is, work contract neither of unlimited nor of limited duration, the so called “services providers”) (4.3%) or with a permanent contract (3.9%).
- > Working full-time (5.1%).
- > Employed in the real estate activities (16.3%), in the professional, scientific and technical activities (13.6%) or in the information and communication activities (11.8%).
- > Employed in the following occupations: Managers (17.8%), Professionals (8.7%) and Technicians and associate professionals (11.8%).

#### 4. COMPARATIVE ANALYSIS BETWEEN 2015 AND 2019

In this section is presented a comparative analysis between the results of the 2015 and the 2019 editions for the variables of the three submodules for which comparison is feasible<sup>9</sup>. To this end, in the 2019 edition, the responses of people employed in farming or fishing for self-consumption but whose production is considered important for the family budget were excluded. These answers were included in the «No answer / Don't know» category, as done in the 2015 edition.

8) It should be noted that these are the employed persons who responded simultaneously, in variables 4, 5 and 11, to the response categories related to a higher need to work outside the usual working hours and workplace. As supplementary information, 51.2% of the employed population in the 2<sup>nd</sup> quarter of 2019 responded simultaneously, in the same variables, to the remaining modalities.

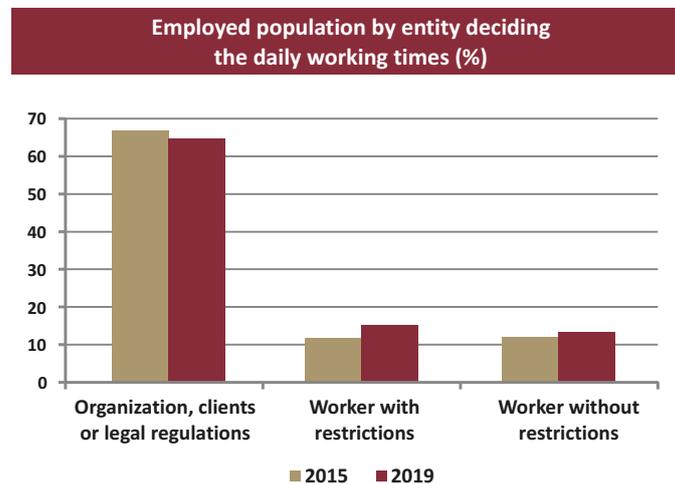
9) Variables that are not presented in this analysis have different response categories or address distinct population groups between the two editions of the module, and it is not possible to work the data from one of the editions to obtain comparable results.

From this comparative study it can be concluded that between 2015 and 2019:

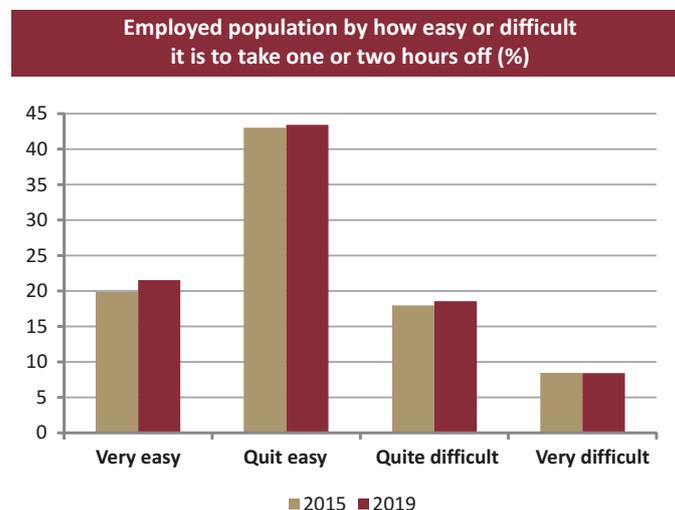
- > There was a slight increase in flexibility of working times and in autonomy in task management, according to the analysis of the first two figures and that in Methods at work.
- > At the same time, there was an increase in the number of those required to change the usual working hours as in the number of contacts outside working hours, as shown in the fourth and fifth figures.
- > Finally, there was an increase in the average duration of commuting time to the employer's premises, as shown in the last figure.

## ➔ Flexibility of working times:

From the total employed population in the 2<sup>nd</sup> quarter of 2015 (4,580.8 thousand), 66.8% have declared not having influence in setting the start and end of their working times. This value has decreased to 64.7% in the 2<sup>nd</sup> quarter of 2019.

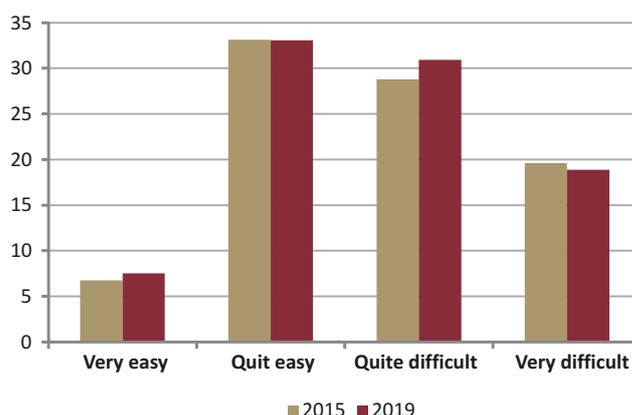


For 65.0% of the employed population in the 2<sup>nd</sup> quarter of 2019 it seems to be quite or very easy to take one or two hours off for personal or family matters at short notice (within one working day), up 2.1 percentage points (pp) from the same quarter of 2015 (62.9%).



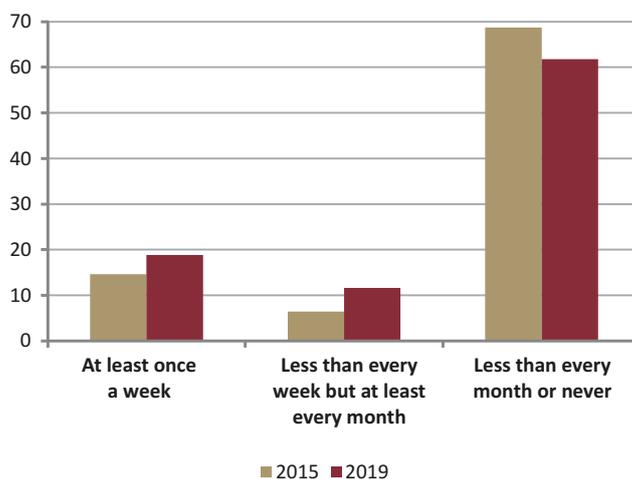
40.6% of the employed population in the 2<sup>nd</sup> quarter of 2019 states to be quite or very easy to take one or two vacation days at short notice, a value similar to the one observed in the equivalent quarter of 2015 (39.9%).

Employed population by how easy or difficult it is to take one or two days of vaction at short notice (%)



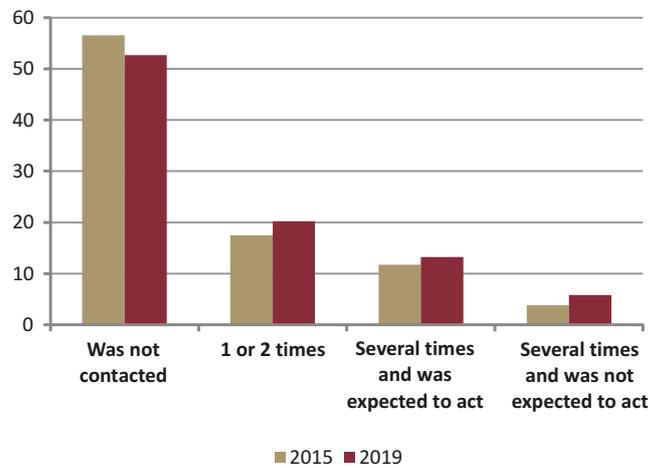
68.7% of the employed population in the 2<sup>nd</sup> quarter of 2015 claimed to change the working times occasionally (less than every month or never) due to work demands, clients or superiors, up 6.9 pp from the same quarter of 2019 (61.8%).

Employed population by frequency to which the daily working times are changed (%)



More than half of the employed population in the 2<sup>nd</sup> quarter of 2015 (56.6%) has referred not having been contacted outside working hours in the former two months for professional matters. In the equivalent quarter of 2019, that value has decreased by 3.9 pp and are now 52.7% making such a statement.

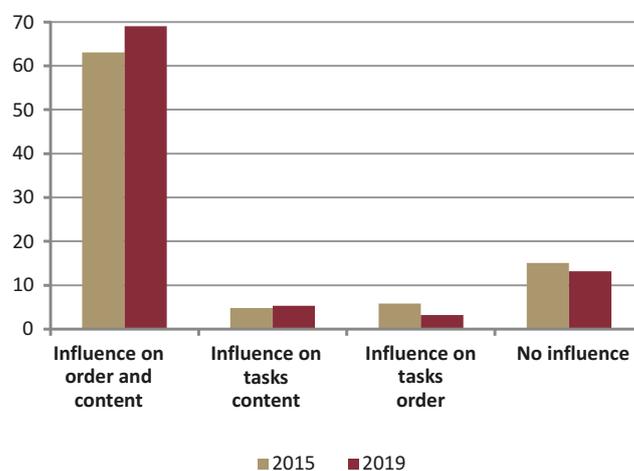
Employed population by frequency to which there were work contacts during leisure time in the previous two months (%)



## ➔ Methods at work:

A little more than two thirds of the employed population in the 2<sup>nd</sup> quarter of 2019 (69.0%) states to be able to influence both the order and content of tasks performed, up 5.9 pp from the same quarter of 2015 (63.1%).

Employed population by possibility to influence contents and order of tasks (%)

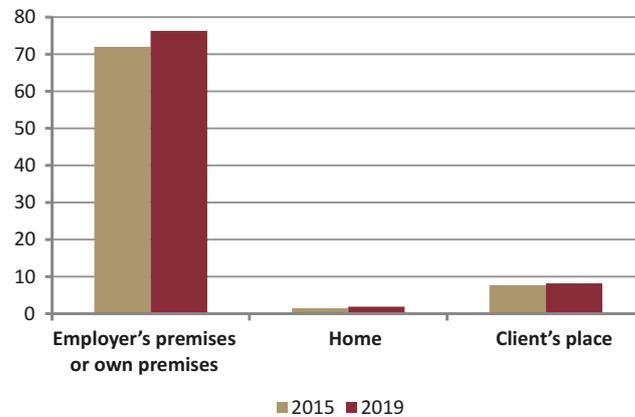


## ➔ Place to work:

The employer's premises or own premises are the main place of work for 76.9% of the population employed in the 2<sup>nd</sup> quarter of 2019, which corresponds to an increase of 4.3 pp from the equivalent quarter of 2015 (71.9%)<sup>10</sup>.

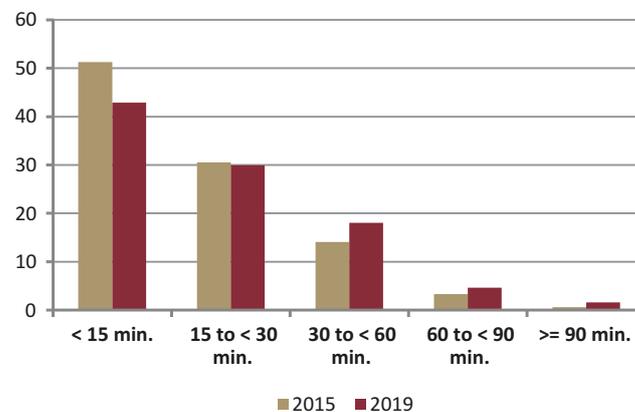
10) The figure on this variable only presents three response categories as they are the only ones comparable between the two editions of the module.

## Employed population by main place of work (%)



In the 2<sup>nd</sup> quarter of 2015, more than half of the employed population whose main place of work was the employer's premises (51.3%) stated to take less than 15 minutes to get from home to work. That value has decreased to less than half of the employed population (42.9%) in the equivalent quarter of 2019. On the other hand, in 2015, only 0.6% of that population has claimed to take one hour or more in that commute, while 1.6% said the same in 2019.

## Employed population that does not work at home by time to get from home to work (%)



## TECHNICAL NOTE

The main purpose of the Labour Force Survey is to characterise the population in terms of the labour market. It is a quarterly sample survey, addressed to families occupying the same dwelling in the national territory, which makes available quarterly and annual data.

Most of the characteristics observed in this survey report to the situation in one pre-defined week (from Monday to Sunday), known as *reference week*. The reference weeks are uniformly distributed throughout the quarters and years. The interviews usually take place in the week following the reference week.

The information is obtained directly, through computer-assisted interview, by using a mixed data collection mode: the initial interview is done face-to-face by an interviewer visiting the household and the other five interviews are done by telephone, if certain requirements are met.

The Labour Force Survey methodological document is available (only in Portuguese) at:

<http://smi.ine.pt/DocumentacaoMetodologica/Detalhes/1362>

## Labour Force Survey ad hoc modules

The ad hoc modules are thematic surveys, of small dimension, on issues considered of interest for the characterisation of the labour market and are intended to supplement the information gathered from the core questionnaire of the Labour Force Survey. The questions of these surveys are meant primarily to obtain more detailed information on a specific topic that will be used to define and/or monitor specifically European policy initiatives. Since they are meant to monitor European public policies, the ad hoc modules are performed every year and their themes are repeated cyclically, depending on the needs and interest of the topic under analysis.

In Portugal, the ad hoc modules are performed together with the Labour Force Survey in the 2<sup>nd</sup> quarter of each year and are directed to the resident population throughout the national territory.

The extrapolation of the results, such as in the Labour Force Survey, is made from a regional weights system, determined from independent population estimates. These weights are a function of the following variables: NUTS II region by sex and five-year age groups and also NUTS III region (or aggregations) by sex or large age groups.

The methodological choices inherent to the operationalisation of the Labour Force Survey ad hoc module 2019 on “Work organisation and working time arrangements” are described in the methodological document of this statistical operation available on the Statistics Portugal Portal (only available in Portuguese):

<http://smi.ine.pt/DocumentacaoMetodologica/Detalhes/1530>

**Employed concept** - person aged 15 years old or over whom, during the reference period, was in one of the following situations:

- > had worked for at least one hour for a wage or salary, in cash or in kind;
- > had a formal attachment to his/her job but was temporarily not at work;
- > had an enterprise but was temporarily not at work for any specific reason;
- > was in early retirement but working in the reference period.

Published data were calibrated by using the population estimates calculated from the final results of Census 2011.

Due to rounding, the totals in tables do not always match the sum of parts.