

Instructions on how to fill in the wage check app for Deliveroo Riders and former Riders.

Background

The Amsterdam Court of Appeal has ruled in favour of The Federation of Dutch Trade Unions (FNV) and decided that Deliveroo Riders fall under the collective agreement (CAO) for professional goods transport. Because the CAO includes all kinds of surcharges and fees, you may have a wage claim against Deliveroo. You can fill in your details in the wage check app to find out whether you qualify.

!! Note!!

Only fill in the wage check app:

- if you want to have an employment contract with Deliveroo (If you want to continue working as a self-employed Rider, you are not entitled to a wage claim.)
- if you are a EU student or have a valid work permit for the EU
- throughout the period you worked for Deliveroo. Do not include work for other employers.

Are you under 21? Do not fill in the app but send an email to ridersunion@fnv.nl.

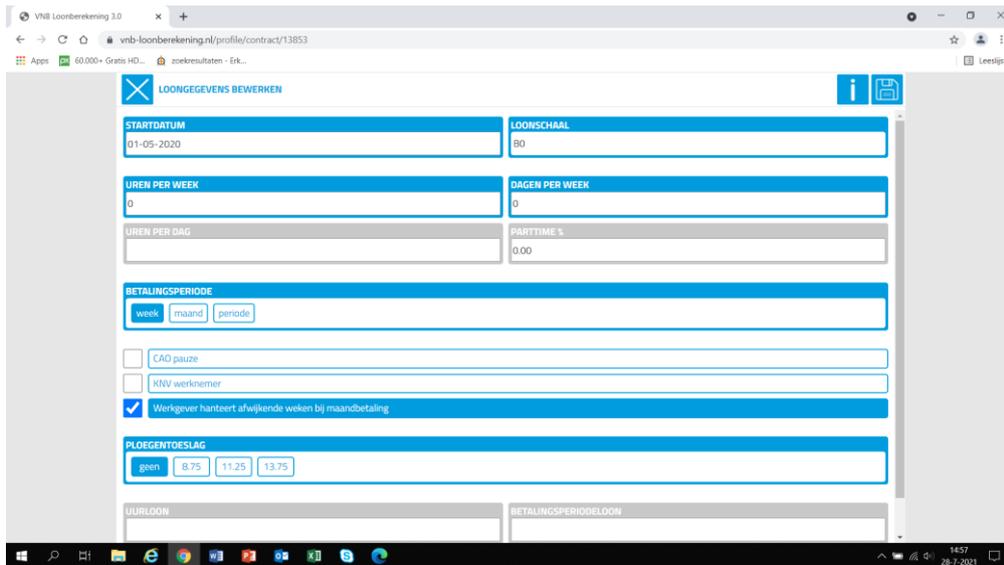
Downloading the app

The VNB wage check app is free and available for IOS (iPhone and iPad), Android devices and your computer on www.vnb-loonberekening.nl. You can download the app by searching VNB Looncheck (VNB wage check) in the App Store or Play Store.

Profile: Filling in your details and wage data

Before you can start filling in your shifts worked, you must fill in some personal details and wage data. The personal details are self-explanatory. Please note the following when filling in the wage data:

- For the **start date**, enter the date when your agreement with Deliveroo started.
- Fill in **salary scale B**.
- Fill in **0** for the **wage scale step**, unless you already had experience as a bicycle courier/meal delivery driver in the two years before you started working at Deliveroo. In that case, fill in the number of years of experience.
- For **hours per week**, fill in **0**.
- Select **week** for the **payment period**.
- Check the box **Employer uses different weeks for monthly payments**.
- Finally, click on **none** under **shift allowance**.



Save your data. Now you can fill in your shifts worked.

Filling in your shifts/rides

You will need all the invoices you received from Deliveroo to fill in your shifts.

The invoices state exactly which days and what times you worked. Your logged times are the basis for your wage calculation.

Example:

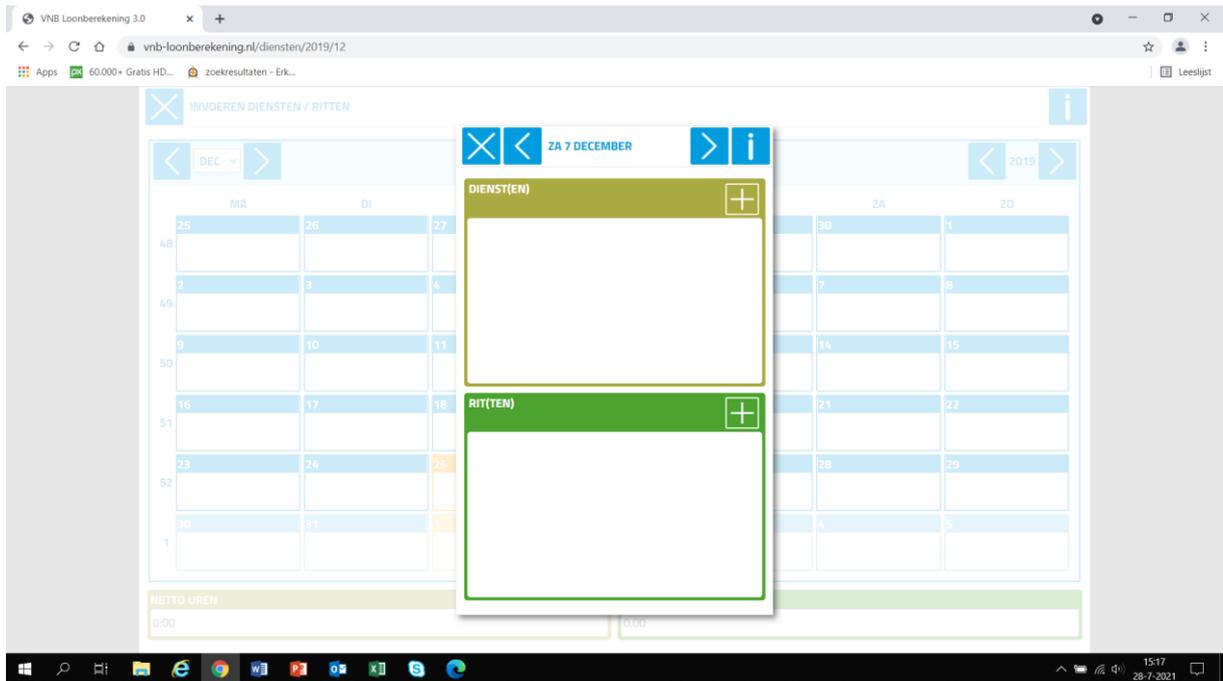
Saturday	07 December 2019	10:00	12:59	3.0h	4: €23.97	€23.97
Sunday	08 December 2019	15:13	20:24	5.2h	8: €40.21	€40.21
Monday	09 December 2019	16:03	20:00	3.9h	5: €30.76	€30.76

This Rider worked from 10:00 till 13:00 on Saturday, 7 December, a total of three hours.

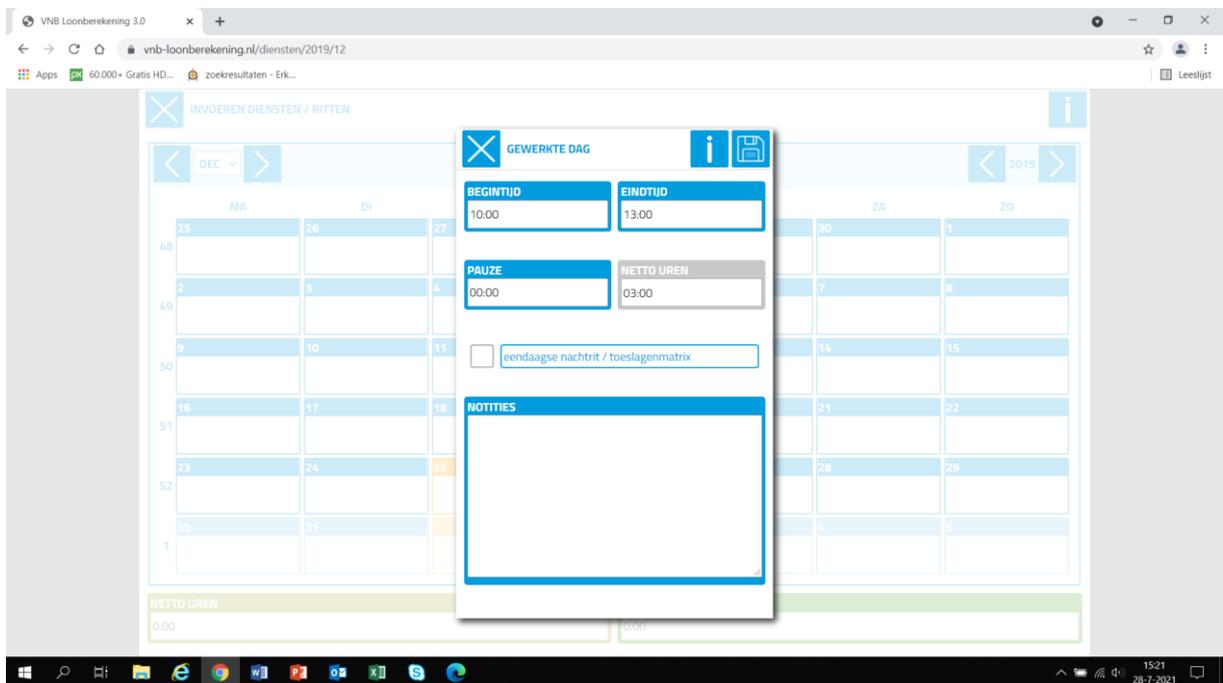
Click on the **submit shifts/rides** button in the app. Select the correct month and year in the bar at the top. The month for which you are filling in the data will appear on your screen.

Click on the day for which you are filling in the worked hours.

Your screen should look like this:



- 1- Click on the + symbol next to Services.
- 2- Always select **worked day** when filling in your hours.
- 3- Select the same start and end time as stated on your invoice.
- 4- Leave **break** empty.



- 5- Only check the one-day night trip/allowance matrix if you worked **after 21:00**. In that case, you have the right to an additional allowance.
- 6- You can use the notes section for information for yourself.
- 7- Save your data.

Multiple shifts a day

Riders often log multiple shifts a day.

Example:

Tuesday	29 January 2019	10:08	11:36	1.5h	1: €5.08	€5.08
Tuesday	29 January 2019	18:03	20:19	2.3h	6: €39.42	€39.42

Fill in each shift separately. After filling in the first shift (10:08–11:36 in the example), click on the + symbol in Shifts to log the second shift (18:03–20:19 in the example).

If you were logged in or worked **more than 4 consecutive hours** on that day, fill in the worked hours in **rides**.

The Rider in our example worked from 15:13–20:24 on Sunday, 8 December 2019, a total of 5.25 hours. In this case, you fill in the number of hours in **rides**. The other two days, the Rider in the example worked fewer than 4 hours consecutively, so the rides field has been left empty.

Saturday	07 December 2019	10:00	12:59	3.0h	4: €23.97	€23.97
Sunday	08 December 2019	15:13	20:24	5.2h	8: €40.21	€40.21
Monday	09 December 2019	16:03	20:00	3.9h	5: €30.76	€30.76

- The start date and end date is always the same for Deliveroo Riders. In our example, this is 8 December 2019. The app fills this in automatically.
- Click on leaving time and fill in the start time of your shift as stated on your invoice. In our example, this is 15:13 (or 15:15).
- Next, click on your end time and fill in the time you logged out at Deliveroo according to your invoice. In our example, this is 20:24 (or 20:25).
- Click on save.

If you worked multiple shifts on one day, only fill in the shifts you worked for more than 4 hours consecutively in rides.

After filling in your shifts

Once you have filled in your shifts, it is time to download the totals. Click on **wage calculation**. Here you will find all the totals for the shifts you have filled in, and your worked hours are converted to the CAO wage, allowances and supplements.

Click on the year in the top bar to view the totals.

Click on a week to see what you should have earned that week according to the CAO. You will see the following:

werkgever	FNV	betalingsperiode	week	basisloon	€ 0,00	uurloon	€ 10,83
uren per week	0	dagen per week	0	uren per dag	00:00	schaal	B0

TOTAAL WEEK 49 2019			
	uren	€	loon
zaterdag 150%	03:00	€	49,19
zondag 200%	05:10	€	112,94
totaal		€	162,13
vergoeding(en)	uren	€	netto
verblijfskosten		€	3,26
			bruto

DIENST(EN) WEEK 49							
	soort dag	datum	start	eind	uren	pauze	netto
GW	gewerkte dag	za 07-12	10:00	13:00	03:00	00:00	03:00
GW	gewerkte dag	zo 08-12	15:15	20:25	05:10	00:00	05:10
	totaal uren						08:10
	weekafrekening (uren)						uren
	zaterdag 150%						03:00
	zondag 200%						05:10

RIT(TEN) WEEK 49						
	omschrijving	datum	start	eind	€	toeslag
ER	eendaagse rit	zo 08-12	15:15	20:25	€	3,26
	totaal				€	3,26

If you click on the arrow at the top right, you can download the calculation as a PDF. Do **not** click on the box **Add comparison with CAO Break**.

Save the PDFs. We will need them to calculate your wages further.

Finished

Once you have finished filling in all your information, we will continue processing your wage calculation. We will add any possible claim for holidays, ATV days and holiday allowance to your wage calculation.

We require some additional information to be able to complete your claim:

- The PDFs from the app
- All the invoices you received from Deliveroo
- Your Deliveroo Rider contract

In addition, you must be a member of the FNV (you can register at www.fnv.nl) and declare that you will remain a member of the FNV for at least two years. You can email the information to ridersunion@fnv.nl

Questions

There is an FAQ section in the app description. If you have more questions, use the contact button in the app to send us a message or send us an email. You can email your questions to transport@fnv.nl.