

## Leiden University 2016 Regulation on the contribution to the cost of computer glasses

This translation of the Leiden University 2016 Regulation on the contribution to the cost of computer glasses is intended as a service to non-Dutch speaking employees, and as such has no legal status. Any legal claims can only be made on the content of the Dutch regulation (Regeling tegemoetkoming kosten beeldschermbril Universiteit Leiden 2016).

Leiden University regulation pertaining to the rules applicable to the contribution to the cost of computer glasses, in view of Article 3 of the Netherlands Working Conditions Act and in view of Article 5.11 of the Working Conditions Decree (Measures relating to the protection of employees' eyes and vision).

### Article 1. Definitions

- a. *Executive Board*: Executive Board of Leiden University;
- b. *regulation*: Leiden University 2016 Regulation on the contribution to the cost of computer glasses;
- c. *employer*: the Executive Board or the person who, through a mandate or a sub-mandate, is charged with the management of a management unit;
- d. *employee*: the employee as defined in the Collective Labour Agreement (CAO) of Dutch Universities, who is employed by Leiden University;
- e. *screen work*: work that makes use of screens for a minimum of 2 hours a day;
- f. *computer glasses*: glasses with a prescription that has been tailored to working with a screen, being a method of correcting vision as intended in article 5.11 subsection four of the Working Conditions Decree;
- g. *optician*: an optician who is a member of the Dutch Union of Opticians;
- h. *eye examination*: an examination of the eyes and vision, in relation to carrying out work at a screen.

### Article 2. Eye examination

1. The employee will be given the opportunity to have an appropriate examination of the eyes and vision by an optician, as referred to in article 1 sub g, with a focus on carrying out screen work.
2. The employee is free to choose the optician.
3. The employer is responsible for covering the cost of the eye examination.

### Article 3. Contribution to costs

1. If the results of the eye examination indicate that it is necessary, and if normal eye correction methods cannot be used, the employee is entitled to a contribution from the employer to

the costs of computer glasses especially for use at work. The cost of normal, regular eye correction methods will not be reimbursed.

2. The computer glasses should be purchased from an optician.
3. The contribution to the cost of computer glasses is a maximum of € 375, including VAT, for the frame including the lenses. Of this amount, a maximum of €75, including VAT, is for the frame.
4. If the requested contribution amounts to more than the maximum sum indicated in the previous paragraph, the company doctor should confirm the necessity of the purchase of these particular computer glasses in writing.
5. The employee is welcome to add extra features to the computer glasses if desired, such as anti-reflective or scratch resistant coating, (extra) thin or light lenses, tinted or self-tinting lenses. These additional costs are to be paid by the employee.
6. The contribution to the costs of computer glasses will be paid when the employee submits the original bill from the optician, showing that the computer glasses have been purchased by the employee, if necessary accompanied by a statement from the company doctor as referred to in paragraph 4 of this article.
7. The invoice should detail at least the following items separately: the cost of the eye examination, the cost of the frame, the lenses and any extras.

#### Article 4. Frequency of claim

1. The employee can apply for a contribution to the cost of computer glasses once every three calendar years.
2. Exception can be made to the frequency set out in paragraph 1 of this article, should the results of an eye examination by an optician show that the purchase of new computer glasses is necessary. In this case the cost of the eye examination will again be reimbursed by the employer.

#### Article 5. Unforeseen circumstances

In instances not covered or not adequately covered by this regulation, the employer can make special arrangements.

#### Article 6. Official title and commencement date

1. This regulation comes into force on 2 March 2016 and can be cited as the Leiden University 2016 Regulation on the contribution to the cost of computer glasses.
2. The Leiden University 2016 Regulation on the contribution to the cost of computer glasses replaces all earlier regulations on this issue.

This regulation was adopted by the Executive Board on 1 March 2016, following agreement with the Local Employees' Organisation on 18 February 2016.