



**for Finnish social security coverage during employment abroad**

- \* employees
- \* public officials
- \* sailors
- \* flight or cabin crew members

THE FINNISH CENTRE FOR PENSIONS  
International Services  
00065 ELÄKETURVAKESKUS

**For instructions on how to fill out the form, see page 4**

If the employee works in one country for one Finnish employer, the employee may not fill out this application form on their own. Instead, the employer must submit the application to the Finnish Centre for Pensions

Note! The self-employed are to fill out form ETK 2147 and grant recipients form ETK 2159

**1. PERSON**

The application concerns			
<input type="checkbox"/> an employee	<input type="checkbox"/> a public official	<input type="checkbox"/> a sailor	<input type="checkbox"/> a flight or cabin crew member
Last name		First names	
Personal identification number		Nationality	
Permanent address			
Phone number		E-mail address	

**2. EMPLOYER**

<b>If the employee has several employers during the period stated in the application, enter the name of the primary employer here. List any other employers in the field "Other work".</b>			
Name of company		Business ID	
Line of business			
<b>Company's address</b>			
Street address			
Postal code		City and country	
Statutory insurance in Finland while working abroad	Earnings-related pension provider	Policy number	
Will the contract of employment with the posting employer remain valid during the period of posting?			
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Is the posting employer responsible for the statutory social insurance contributions?			
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Does the employer ordinarily operate in Finland in its line of business?			
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Has the employee worked/will the employee work physically in Finland without interruptions for at least one month immediately before the period stated in this application?			
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Is the employee covered by the social security legislation of some other country than Finland immediately before or during the period stated in this application?			
<input type="checkbox"/> No	<input type="checkbox"/> Yes, as of when?	Which country?	
Is the employee posted abroad to replace another employee?			
<input type="checkbox"/> Yes	<input type="checkbox"/> No		

Who pays the employee's wage?	
<input type="checkbox"/> A Finnish party	<input type="checkbox"/> A foreign party
Is the employer a public-sector employer?	
<input type="checkbox"/> No	<input type="checkbox"/> Yes. Is it an employment or a public service relationship?
<b>Contact person of the employer</b>	
Name	
Phone	E-mail

### 3. OTHER WORK

In addition to the reported work, is the employee engaging in other gainful employment in Finland or abroad?
<input type="checkbox"/> No
<input type="checkbox"/> Yes. State what type of work, in which country and when the work is done. State also the names and contact information of the employers.
State here if the employee is in an employment relationship with several different employers or if they also work as a self-employed person or a grant recipient. If there are several employers, state the information of all known employers. If the names and contact information of the employers are unknown, state the assumed countries of the employers that the employee will work for during the period stated in this application are from.

### 4. WORK ABROAD

<b>Select "continues until further notice" only if there is no estimate as to when the work abroad will end.</b>	
The work abroad	
<input type="checkbox"/> is for a fixed-period of time. The work abroad begins on	(dd Month yyyy). The work abroad ends on (dd Month yyyy)
<input type="checkbox"/> continues until further notice. The work abroad begins on	(dd Month yyyy).
<b>Name of foreign company/party where the work is done</b>	
State the employee's address abroad if the address of the place of work is unknown.	
Name	
Home address	
Postal code	City and country
<b>In which country/countries is the work done physically during the period stated in this application?</b>	
If the employee is a member of a flight or cabin crew, state in which country/countries the employee's homebase is located. If the employee is a sailor, state under which country's flag the ship that the employee works on sails.	

**WORKING IN SEVERAL EU/EEA COUNTRIES OR SWITZERLAND**

Fill out this section if the employee works in more than one country.

Does the employee work physically also in Finland during the period stated in this application?

Yes

No

**How is the employee's physical work divided between the countries stated (% of working hours/country)?**

If there are more than five countries of work, estimate whether a considerable part (more than 25%) of the working hours is done in the employee's country of residence. If the employee works is done for employers from several different countries and if the earnings from the different countries are divided considerably differently than the physical work, state this in the field "Additional information".

Which country is the regular and permanent country of residence of the employee during the period stated in this application?

Which is the permanent country of residence of the employee's family during the period stated in this application?

**5. ADDITIONAL INFORMATION**

**The certificate is applied for with a power of attorney.**

If not already submitted to the Finnish Centre for Pensions, attach the power of attorney to this application.

**6. SIGNATURE**

**I hereby confirm that the information I have provided in this form is correct. I will notify if the information changes. If granting the certificate from Finland requires an exemption procedure, I consent to the procedure. If the certificate is applied for on behalf of the employee, the employee is aware of the application and agrees to the exemption procedure.**

Place and date

Signature

Clarification of signature and position in the employing company.  
(Primarily the signature of the employer's representative.  
If there are several employers, the signature of the employee is enough).

## INSTRUCTIONS FOR FILLING OUT THE FORM

A person who works in an EU/EEA country, Switzerland or a country with which Finland has a social security agreement can apply to the Finnish Centre for Pensions for a certificate to attest that the person is covered by Finnish social security legislation.

The certificate shows which country's social security laws the employee is covered by while working abroad. When the requirements for the certificate are met, the Finnish Centre for Pensions grants the certificate (A1 in EU-countries) free of charge. If the certificate is not applied for, or if it cannot be granted, the employee cannot be covered by Finnish social security.

### EMPLOYER (Point 2)

Is the employer a public-sector employer?

As a rule, a public sector employer is an employer referred to in the public sector pension acts. In Finland, public sector employers include the State, municipalities and federations of municipalities.

If the employer is foreign, find out if the work is classified in the social security laws of the domicile country of the employer as work by a public official.

### WORK ABROAD (Point 3)

In which country/countries does the employee work physically during the period stated in this application?

A member of a flight or cabin crew includes members of the flight or cabin crew of cargo or passenger airlines. The flight operator defines the homebase of the employee.

If the employee is a sailor and works only on a vessel that sails under the Finnish flag and resides permanently in Finland, there is no need to apply for the certificate.

### WORKING IN SEVERAL EU/EEA COUNTRIES OR SWITZERLAND (Point 4)

In which country does the employee reside regularly and permanently during the period stated in this application?

A person can only have one permanent country of residence.

A country of residence is the country

- in which the employee resides conventionally and permanently,
- to which the employee has fixed ties, and
- in which the centre of the employee's interests can be considered to lie.

In which country does the employee's family reside permanently during the period stated in this application?

Family refers to the spouse (married or co-habiting spouse or registered partner) and/or minor children.

If a family member accompanies the employee abroad, Kela must be notified, for example via its e-services. For more information on the application and Kela's e-services, go to Kela's website at [kela.fi/web/en](http://kela.fi/web/en)

### SIGNATURE (Point 6)

If the applicant is other than the employee or employer, the applicant must have the authority (power of attorney) to apply.

### ADDITIONAL INFORMATION

The A1 certificate is a standardized form that each country issues in its own official language(s). In Finland, the certificate is issued in Finnish or Swedish. Since the certificates are structurally standardized, they are understood in different countries even when they are in a foreign language.

For more information on insuring work abroad, contact Customer Services at the Finnish Centre for Pensions, phone +358 29 411 2110 or e-mail [ulkomaanasiat@etk.fi](mailto:ulkomaanasiat@etk.fi) or visit [www.etk.fi/en](http://www.etk.fi/en).