

Brussels - Employee Policies & Forms

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ou will find the employee policies and forms for Brussels employees.

JSSELS EMPLOYEE POLICIES & FORMS

- [Benefit Plans & Program - Belgium](#)
- [Scale Grid Brussels - April 2025](#)
- [Collective Labour Agreement](#)
 - CCT 2021 - 2022: [FR](#) - [NL](#)
 - CCT 90 - 2021-2022: [FR](#) - [NL](#)
 - CCT 90 - 2022 Cadres: [FR](#) - [NL](#)
 - CCT 2021 Risk groups: [FR](#) - [NL](#)
 - CCT 2019-2020: [FR](#) - [NL](#)
 - CCT 2017-2018: [FR](#) - [NL](#)
 - CCT 2023-2024: [FR](#) - [NL](#)
 - Accord Cadres - Plan social 2022-2025: [FR](#) - [NL](#)
 - Accord Cadres - Plan social 2025-2027: [FR](#) - [NL](#)
 - CCT - Plan social 2022-2025: [FR](#) - [NL](#)
 - CCT Plan social 2025-2027 - [FR](#)
- [Declaration of accident in missions](#)
- [Demography Fund 2025 - 2028](#)
- [Fonds Hannon](#) [FR](#) - [EN](#)
- [Leaves](#)
 - [Moves \(case not provided for by the Chemistry Agreement\)](#)
 - [Syensqo Cares Maternity/Paternity & Co-parent/Adoption leave](#) [FR](#) - [EN](#)
 - [Tableau des congés 2026/Vacation Schedule 2026](#) [FR](#) - [EN](#)
 - [Working Time Reduction - Possible Mesures de réduction de travail](#) - [FR](#) - [EN](#)
- [Individual risk exposure sheet](#)
- [Organization chart](#)
- [Regulations](#)
 - [Bike Policy](#)
 - [Company cars & Mobility Policy/Budget](#)
 - [Mobility Budget](#)
 - [Syensqo Driver Guide](#)
 - [Working Regulations](#) - [FR](#)
- [Mobility](#)
 - [UBike](#)
 - [What to do in case of a bike accident? / Que faire après un accident de vélo?](#) - [FR](#) - [EN](#)
- [Representation Bodies](#)
 - [Health and Safety Committee \(CPPT\)](#)
 - [Trade Union Delegation \(DS\)](#)
 - [Works Council \(CE\)](#)
- [Seniority rewards - Festivity instruction](#)
- [Various Insurances - Europ Assistance](#)
 - [Summary of the contract](#) - [FR](#) - [EN](#) - [NL](#)
 - [QR Code Immediate EA Assistance](#)
- [Learnings](#)
 - [Co-Valent website](#)
 - [Co-Valent Brochures](#) [FR](#) - [NL](#)
 - [Co-Valent registration form](#)
- [Attentia screen Flyer](#): [FR](#) - [NL](#)
- [Home Office Brochure](#): [FR](#) - [NL](#)
- [Request Form for remote working](#)
- [Structural home office - Insurance information](#)
- [Work-life balance for manager / team and individual](#): [FR](#) - [EN](#)

- [Jelske Janssens](#)

R Team

- [Jelske Janssens](#)
- [Liesbeth Van Erp](#)
- [Lauranne Tancré](#)
- [Laurence Debourse](#)

s & temporary workers

- [Ece Esen](#)
- [Alessio Brancato](#)

ological well-being contact

- [Rym Mimouna](#)

- [Geert Vierendeels](#)
- [Océane Laine](#)

ment:

- [Barbara Sine](#)

ational doctor

- [Dr. Aline Hugé](#)

ational nurse

- [Cécile Ancion](#)

doctor

- [Dr. Jean Geurts](#)

nurse

- [Boris Kolewsko](#)

ns of confidence

- [Coraline Vandewattyne](#)
- [Barbara Berckmoes](#)
- [Michel Caro](#)

nsultant

- [Nour Riyahi](#)

plementary Health insurance

- Former medical fund (only concerns employees who chose, before 07/01/2020, to remain in the old medical coverage system)
 - [Intervention ceilings - former medical fund](#)
- Allianz Coverage - hospitalization, critical illness and outpatient coverage
 - [2025 Tarification - Syensqo-Coverage for hospitalization, severe illness and outpatient treatment](#)
- Allianz/Van Breda Health Coverage Summary
 - [FR - Caisse médicale \(ancienne\) Hospitalisation et ambulatoire](#)
 - [NL - Medische kas \(oud\)](#)
 - [FR - Assurance hospitalisation](#)
 - [NL - Gezondheidsverzekering](#)
 - [FR - Assurance soins de santé ambulatoires](#)
 - [NL - Verzekering Ambulante Zorgen](#)
 - [FR - Plan ambulatoire Upgrade 1](#)
 - [NL - Verzekering Ambulante Zorgen Upgrade 1](#)
 - [FR - Plan ambulatoire Upgrade 2](#)
 - [NL - Verzekering Ambulante Zorgen Upgrade 2](#)
 - [FR - Plan ambulatoire Upgrade 3](#)
 - [NL - Verzekering Ambulante Zorgen Upgrade 3](#)

lth, Safety & Environment

- A problem at work...Where to find help? - [FR](#) - [EN](#)
- Brochure: What to do in case of illness?/Que faire en cas de maladie?/Wat te doen bij ziekte? : [FR](#) - [EN](#) - [NL](#)
- Employee well-being program - [FR](#) - [NL](#) - [EN](#)
- [Safety Induction - Brussels Site](#)
- [Formulaire de demande de lunettes écran et/ou sécurité - Request form for screen and/or safety glasses](#)
- Social medicine
 - A social nurse, [Boris Koleskow](#) (boris.koleskow@syensqo.com)
 - [Demographic Fund 2025-2028](#)
- [Syensqo Life Saving Rules](#)

notions

- Cadre Promotion
 - [Promotion Policy](#)
- Employee Remuneration
 - [Scale Grid Brussels - April 2025](#)
- Employee Promotion
 - [Application Form to become a Cadre - FR | EN](#)
 - [Calendar des comités EFEB / Calender of EFEB Committees 2026](#)
- Function and competences
 - [CCT EFEB \(FR\)](#)
 - [CCT EFEB \(NL\)](#)
 - [EFEB Recommendations](#)
- [Formulaire EFEB - Demande de passage au niveau ECE / EFEB Form - Request for Transition to ECE Level](#)
- [Formulaire EFEB - Demande de passage au niveau GVE / EFEB Form - Request for Transition to GVE Level](#)
- [Formulaire EFEB - Demande de passage au niveau R&I / EFEB Form - Request for Transition to R&I Level](#)
- [Formulaire EFEB - Demande de passage au niveau Sup Admin / EFEB Form - Request for Transition to Admin Sup Level](#)
- [Formulaire EFEB - Demande de passage au niveau Soutien opérationnel / EFEB Form - Request for Transition to Operational Support Level](#)
- [Formulaire EFEB - Demande de passage au niveau Assistance spécialisée / EFEB Form - Request for Transition to Specialized Support Level](#)

ension Fund

▸ Syensqo - Organigramme

- [FR](#)
- [EN](#)
- OFP Syensqo - Organigramme
 - [FR](#)
 - [EN](#)
- Current regulations
 - Fund 2007: [FR](#) - [NL](#)
 - Death scheme: [FR](#) - [NL](#)
 - Disability scheme: [FR](#) - [NL](#)
 - Appendix Expatriate executives: [FR](#) - [NL](#)
- Regulations of definite services for cadres appointed before 31.12.2006 (Fund n°1): [FR](#)
- Regulations of definite contributions for cadres appointed before 31.12.2006 (Fund n°2): [FR](#)
 - Amendment which organises the closing of the plan: [FR](#)
- [Retirement regulations of pay scale employees and workers - definite services \(Fund n° 1\)](#)
- [Retirement regulations of pay scale employees and workers - definite contributions \(Fund n° 2005\)](#)
- Death scheme: [FR](#) - [NL](#)
- Disability scheme: [FR](#) - [NL](#)

re the HR Wiki for topics on Recruitment, Onboarding, Performance, Development, Remuneration, Promotions
o much more.

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Benefit Plans & Program - Belgium