

Legal Alert - Amendments to the office employees' mandatory minimum working conditions

It was published on September 1, 2022, the **Government Order No. 218/2022** which amended Government Order No. 182/2018 on the working conditions for office employees not covered by specific collective bargaining agreements.

We underline that the Order's scope of application is limited to employers and office employees at their service that operates in sectors or business areas in which there is no employers' association(s) with which the unions may execute collective bargaining agreements. The Order is solely applicable on Portugal's mainland.

We highlight the following changes:

Meal Allowance: employees are entitled to a meal allowance in the amount of € 5.45 for each full day of work.

New minimum salary table:

Levels	Professions and Professional Categories	Minimum monthly salary
I	Services Director General Secretary	€ 1,115.00
II	IT analyst Services Chief Certified accountant Office supervisor	€ 1,008.00
III	IT programmer Treasurer Legal support technician III IT technician III Accounting technician III Statistics technician III	€ 1,012.00

	Human resources technician III	
IV	Legal support technician II IT technician II Accounting technician II Statistics technician II Human resources technician II	€ 932.00
V	Section chief Legal support technician I IT technician I Accounting technician I Statistics technician I Human resources technician I	€ 862.00
VI	Functions analyst Foreign languages correspondent Documentalist IT planner 1 st class Office technician Secretarial technician Translator Security Guard 2 nd class	€ 812.00
VII	Administrative Assistant 1 st class Cashier Computer operator 1st class Auxiliary machinery operator 1st class IT planner 2nd class	€ 732.00
VIII	Administrative Assistant 2 nd class Clinic assistant 1st class Collector 1 st class IT controller 1 st class Computer operator 2nd class Auxiliary machinery operator 2nd class Receptionist 1 st class	€ 720.00

IX	Administrative Assistant 3rd class Clinic assistant 2nd class Collector 2nd class Auxiliary employees chief IT controller 2 nd class Text operator 1 st class Receptionist 2 nd class Phone operator 1 st class	€ 715.00
X	Administrative Assistant 3rd class (up to one year) Janitor 1st class Text operator 2 nd class Doorkeeper 1 st class Receptionist 2 nd class (up to four months) Phone operator 2 nd class	€ 710.00
XI	Janitor 2 nd class Doorkeeper 2 nd class Cleaner	€ 705.00

Both the minimum monthly salaries and the meal allowances are effective from April 1st, 2022.

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