APPLICATION FORM TO CLAIM THE OUTSTANDING EXTRA PAYMENT OF 2014

Instructions

In accordance with the provisions of Decree-Law 23/2021, of 19 October, amending Decree-Law 18/2021, of 27 July, on the salary increase for 2021 and the partial recovery of the 2014 extra payment for public sector staff of the Generalitat de Catalunya, payment of the outstanding extra payment, or equivalent, comes into effect.

The sum payable is equal to 100% of the amount which was not received in the 2014 financial year as a result of the application of article 33 of Law 1/2014 of 27 January, on budgets of the Generalitat de Catalunya for 2014, which reduced the annual remuneration by the amount equivalent to one extra payment.

Therefore, the amount payable will be equivalent to 100% of the 2014 extra payment or the outstanding part of such payment in the case of contracted staff (contracted PAS and contracted PDI), since these two groups, in the payroll of February 2018, already received some of the amount withheld in compliance with sentence 24/2015 of the High Court of Justice of Catalonia (confirmed by sentence 310/2017 of the Supreme Court).

Payment will be made as "Recovery of the 2014 extra payment " and, in accordance with the applicable tax regulations, the amount paid in this respect will be assigned to the tax year in which it is received.

In order to apply to receive the amount payable, you must submit a general online application via the UPF Online Office in the procedures catalogue. Together with the request, you must attach the application form duly filled in.

You must complete the online application form stating:

- In the "EXPOSO" field:
  - **That Decree-Law 23/2001 provides for the recovery of 100% of the extra payment of 2014**
  - **That I was an active a UPF staff member in 2014**
- In the "DEMANO" field: **Application for payment of the 2014 extra payment**
- In the "Òrgan o servei a qui adreceu la sol·licitud" field: **PAYROLL AND SOCIAL SECURITY DEPARTMENT**

You can also submit the application together with this form in person at the General Registry of the University. The document must be the original, signed in handwriting (photocopies or electronically signed forms are not allowed for submissions made in person)

In addition, this documentation can also be submitted at the offices permitted by Law 39/2015, of 1 October, on the Common Administrative Procedure of Public Administrations.

In the event that the employee deceased, their heir(s) can apply through the same procedure, also enclosing the documentation proving acceptance of the inheritance.

Once the application has been received together with the form, payment will be made during the following month at the latest.

Form

EMPLOYEE PERSONAL DATA

Given name(s) and family name(s):

_____

NIF/NIE: _____

Phone number: _____

Address (street, number and floor): _____

City/town: _____

Postal code: _____

Country: _____

Fill in only if the employee is deceased:

If you are the heir, it is mandatory to attach the will or affidavit of heirship (nomines@upf.edu) and fill in the personal data of the employee in addition to your owns.

Given name(s) and family name(s) of the heir:

_____

NIF/NIE of the heir: _____

Phone number: _____

Address (street, number and floor): _____

City/town: _____

Postal code: _____

Country: _____

Universitat Pompeu Fabra Barcelona

BANK DETAILS:

The account holder must be the applicant. If you have any questions or problems filling in your bank details, please contact nomines@upf.edu.

IBAN (4 digits): ☐

Financial institution (4 digits): ☐

Branch (4 digits): ☐

Control digit (2 digits): ☐

Account number (10 digits): ☐

Personal data processing information:

Data controller: Universitat Pompeu Fabra. Pl. de la Mercè, 12. 08002 Barcelona. Tel. (+34) 935 422 000.

Purposes of the processing: University human resources management. Payroll. Personal data will be kept for the period necessary to fulfil the purpose and to determine any responsibilities that may arise. The provisions of the archives and documentation regulations will apply.

Legal basis: data subject's consent. Processing required to implement a contract. Legal obligation.

Recipients: Pompeu Fabra University and information society services providers with whom there are contracts for the provision of services that preserve privacy. Financial institutions. Other bodies when there is a legal obligation.

Rights: you can access your data, request their rectification or deletion, and in some cases, object to their processing and request their limitation by following the procedures described in www.upf.edu/web/proteccio-dades/drets. You can contact the UPF Data Protection Officer (dpd@upf.edu) should you have for any queries, or if you consider that your rights are not being duly upheld. If you have a complaint, you can file it with the Catalan Data Protection Authority (apdcat.gencat.cat).