



**TE-palvelut**  
tjänster | services

# Instructions for employers in change situations

In the following, you will find instructions on different operators who will provide assistance in business change situations.

## TE Office services in business change situations

Employees made redundant have access to the TE Office's change security services already during their notice period. The services help with job seeking, and provide coaching and training that support re-employment. In collaboration with other business service organisations, the TE Offices provide business services also to laid-off people interested in starting a business.

Useful links:

[Change security](#)

[Change security experts in TE Offices Lay-offs](#)

[Work Permit Services](#)

[TE Office services for entrepreneurs](#)

## Employer and corporate customers in Uusimaa:

tel. +358 (0)295 040 002 (between 9:00–16:15)

## Termination of work supported by pay subsidy in connection with lay-offs

In connection with a full-time lay-off lasting at least one month, please contact the pay subsidy unit of the TE Office ([palkkatuki.uusimaa@te-toimisto.fi](mailto:palkkatuki.uusimaa@te-toimisto.fi)) and the payment of pay subsidies at KEHA Centre. The payment of the subsidy may be temporarily interrupted to prevent part of the subsidy period going to waste.

If the lay-off is implemented by reducing the weekly working hours, the work and payment of wages are not interrupted as referred to in chapter 7, section 11 of the Act on Public Employment and Business Service, and, therefore, the payment of the subsidy will not be interrupted. In matters related to the payment of the pay subsidy, you may contact the KEHA Centre:

[palkkatuki.keha@ely-keskus.fi](mailto:palkkatuki.keha@ely-keskus.fi). You may read more about the pay subsidy here.

## Additional information on the impacts of the emergency situation on business activities

The Ministry of Economic Affairs and Employment is following the impacts of the coronavirus on companies and employment and provides information on the situation [on its own website](#) and answers the most common questions [concerning business funding](#).

Suomen Yrittäjät (the federation of Finnish enterprises), the Association of Finnish Local and Regional Authorities, SEKES – the Association of Finnish Development Companies and the Finnish Enterprise Agencies have allocated their resources to the counselling acutely needed by entrepreneurs. The contact information of the advisory services of development companies and enterprise agencies are collected [on the website](#). You can also find instructions on how to tackle challenges caused by the coronavirus in your business operations.

[Information on need for funding arrangements Business development funding in disruption situations](#) (in Finnish)

[Funding provided by ELY Centres to companies in the emergency situation caused by the coronavirus](#)

Telephone service: +358 295 024800 on weekdays at 9-15, email [poikkeusrahoitus.ely@ely-keskus.fi](mailto:poikkeusrahoitus.ely@ely-keskus.fi)

[Tesi is prepared to continue the provision of funding to its target companies in the extra funding needs possibly caused by the coronavirus](#)

[Enterprise Finland Talousapu counselling service](#)

Need for labour due to the coronavirus: Uusimaa TE Office, Lasse Jekunen [lasse.jekunen@te-toimisto.fi](mailto:lasse.jekunen@te-toimisto.fi), +358 295 040 146