



## **Private Household Employees Ordinance (PHEO)**

### **Information Sheet No. 7**

#### **ADDRESSES OF THE SWISS RELEVANT AUTHORITIES** (Swiss social and compulsory insurances)

#### **Swiss social insurance scheme (AVS/AI/APG/AC/AFam – see information Sheet No 1):**

The employer must affiliate his/her private household employee with the relevant cantonal AVS compensation fund office of the employer's place of residence. In the case of an affiliation abroad, the private household employee must provide, through the employer, a written exemption to the cantonal AVS compensation fund office of the employer's place of residence.

- Canton of Basel-Land: Cantonal Compensation Fund Office (Ausgleichskasse), Hauptstrasse 109, 4102 Binningen, tel. 061 425 25 25, fax 061 425 25 00 (<http://sva-bl.ch>).
- Canton of Basel-City: Cantonal Compensation Fund Office (Ausgleichskasse), Wettsteinplatz 1, 4001 Basel, tel. 061 685 22 22, fax 061 685 23 23 (<http://www.ausgleichskasse-bs.ch>).
- Canton of Bern: Cantonal Compensation Fund Office (Ausgleichskasse), Chutzenstrasse 10, 3007 Bern, tel. 031 379 79 79, fax 031 379 79 00 (<http://www.akbern.ch>).
- Canton of Geneva: Cantonal Compensation Fund Office, rue des Gares 12, 1211 Geneva 2, tel. 022 327 27 27, fax 022 327 27 00 (<http://www.ocas.ch>).
- Canton of St Gallen: Cantonal Compensation Fund Office (Ausgleichskasse), Brauerstrasse 54, 9016 St Gallen, tel. 071 282 66 33, fax 071 282 69 10 (<http://www.svasg.ch>).
- Canton of Ticino: Cantonal Compensation Fund Office (Cassa di compensazione), via Ghiringhelli 15a, 6501 Bellinzona, tel. 091 821 91 11, fax 091 821 92 99 (<http://www3.ti.ch/DSS/ias/>).
- Canton of Vaud: Cantonal Compensation Fund Office, rue des Moulins 3, 1800 Vevey, tel. 021 964 12 11, fax 021 964 15 38 (<http://www.caisseavsvaud.ch>).
- Canton of Zurich: Cantonal Compensation Fund Office (Ausgleichskasse), Röntgenstrasse 17, 8087 Zurich, tel. 044 448 50 00, fax 044 448 55 55 (<http://www.svazurich.ch>).

The private household employee must present a refund request of AVS contributions or the payment of pension to:

- Swiss Compensation Fund Office (*Caisse suisse de compensation*), avenue Edmond Vaucher 18, P.O. Box 3100, 1211 Geneva 2, tel. 058 461 91 11, fax 058 461 97 05 (<http://www.zas.admin.ch/zas/en/home.html>).

For more detailed information about Swiss social insurance scheme, please refer to the Website of the Swiss Federal Insurance Office (FSIO): <https://www.bsv.admin.ch/bsv/en/home/social-insurance/ueberblick.html>.

## Occupational pension insurance scheme (LPP – see information Sheet No 2)

If the private household employee is registered for Swiss social insurance scheme, the employer is obliged to register him/her for the LPP with an existing Swiss provident fund (operated by an insurance company or a bank) or via the supplementary occupational pension insurance scheme foundation (*Institution supplétive LPP*). If the private household employee is exempted from the Swiss social insurance scheme, no exemption request has to be provided for LPP.

- Regional Office for the German-speaking area of Switzerland: Stiftung Auffangeinrichtung BVG, Elias-Canetti-Strasse 2, P.O. Box, 8050 Zurich, tel. 041 799 75 75, fax 044 468 23 97 (<https://web.aeis.ch/DE/home>).
- Regional Office for Ticino: Fondazione istituto collettore LPP, viale Stazione FFS, P.O. Box, 6501 Bellinzona, tel. 091 610 24 24, fax 091 610 24 25 (<http://web.aeis.ch/IT/home>).
- Regional Office for the French-speaking area of Switzerland: Fondation institution supplétive LPP, boulevard de Grancy 39, 1006 Lausanne/P.O. Box 660, 1001 Lausanne, tel 021 340 63 33, fax 021 340 63 29 (<http://www.aeis.ch/FR/home>).

In case of definitive departure from Switzerland, the private household employee must present a refund request of LPP contributions at the institution to which he/she is affiliated.

More detailed information about the occupational pension insurance scheme may be obtained from the Website of the Swiss Federal Social Insurance Office: <https://www.bsv.admin.ch/bsv/en/home/social-insurance/bv.html> and from that of the supplementary occupational pension scheme foundation (*Institution supplétive LPP*): <https://web.aeis.ch/EN/pages/104/LOB%20Occupational%20Benefits%20plans>.

## Health insurance (LAMal – see information Sheet No 3)

The employer must register his/her private household employee with Swiss health insurance fund or abroad. If the private household employee is insured abroad, he/she is required to submit, with the help of his/her employer, a written exemption to the Cantonal Office of Health Insurance of the employer's canton of residence.

- Canton of Basel-Land: Amt für Gesundheit (Office for Health), Bahnhofstrasse 5, 4410 Liestal, tel. 061 552 53 43, fax 061 552 56 88 (<https://www.baselland.ch/politik-und-behorden/direktionen/volkswirtschafts-und-gesundheitsdirektion/amt-fur-gesundheit>).
- Canton of Basel-City: Gesundheitsdepartement (Health Departement), St. Alban-Vorstadt 25, 4001 Basel, tel. 061 267 61 96, fax 061 267 95 09 (<http://www.gd.bs.ch/>).
- Canton of Bern: Office des assurances sociales (Office of Social Insurances), Forelstrasse 1, 3072 Ostermundigen, tel. 031 633 76 55, fax 031 633 77 01 (<http://www.jgk.be.ch/jgk/fr/index/direktion/organisation/asvs.html>).
- Canton of Geneva: Service de l'assurance-maladie (SAM) (Office of Health Insurance), route de Frontenex 62, 1207 Geneva, tel. 022 546 19 00, fax 022 546 19 19 (<http://www.ge.ch/sam>).
- Canton of St Gallen: authority is the municipality of residence.
- Canton of Ticino: Ufficio dei contributi Settore obbligo assicurativo (Office of Health Insurance), via Ghiringhelli 15a, 6500 Bellinzona, tel. 091 821 91 11, fax 091 821 92 99 (<http://www3ti.ch/DSS/ias/>).
- Canton of Vaud: Office vaudois de l'assurance-maladie (OVAM) (Office of health insurance of the Canton of Vaud), route des Plaines-du-Loup 1, 1014 Lausanne, tel. 021 557 47 47, fax 021 557 47 50 (<http://www.vd.ch/occ>).
- Canton of Zurich: Gesundheitsdirektion (Office of Health Insurance), Stampfenbachstrasse 30, 8090 Zurich, tel. 043 259 24 38, fax 043 259 52 10 (<http://www.gd.zh.ch/gesundheitsdirektion>).

More detailed information about LAMal may be obtained from the Website of the Federal Office of Public Health (FOPH):  
<https://www.bag.admin.ch/bag/en/home/versicherungen/krankenversicherung.html>.

The list of Swiss health insurance Companies may be obtained from the Website of the FOPH:  
<https://www.bag.admin.ch/bag/fr/home/versicherungen/krankenversicherung/krankenversicherung-versicherer-aufsicht/verzeichnisse-krankenundrueckversicherer.html>.

#### **Accident insurance (LAA see information Sheet No 4)**

The employer must insure his/her private household employee to an accident insurance in Switzerland:

- SUVA: <http://www.suva.ch/en/startseite-suva/die-suva-suva/ueber-uns-suva/agenturen-adressen-suva.htm>,
- Swiss insurance company or
- Swiss health insurance fund under the LAA.

In case of an affiliation to an accident insurance abroad, the employer must not submit an application for exemption to Swiss accident insurance.

More detailed information about LAA may be obtained from the Website of the FOPH:  
<https://www.bag.admin.ch/bag/en/home/versicherungen/unfallversicherung.html>.

#### **Family Allowance (AFam see information Sheet No 5)**

More detailed information about family allowances may be obtained from the Website of the FSIO:  
<https://www.bsv.admin.ch/bsv/en/home/social-insurance/famz.html>.

#### **Health insurance to cover loss of income (see information Sheet No 6)**

More detailed information about the health insurance to cover loss of income may be obtained from the Website of the FOPH:  
<https://www.bag.admin.ch/bag/en/home/versicherungen/krankenversicherung/krankenversicherung-versicherte-mit-wohnsitz-in-der-schweiz/freiwillige-taggeldversicherung.html>.