

99006047261000, 99006047261000

Working from home: first-time employment - notification obligation

Heruntergeladen am 16.06.2025

<https://fimportal.de/xzufi-services/802748/L100038>

Modul	Sachverhalt
Leistungsschlüssel	99006047261000, 99006047261000
Leistungsbezeichnung I	Working from home: first-time employment - notification obligation
Leistungsbezeichnung II	
Typisierung	2a - Bundesauftragsverwaltung: Regelung, Land: Vollzug
Quellredaktion	Thüringen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Arbeitsschutz (006)
Verrichtungskennung	Entgegennahme (261)
SDG-Informationsbereich	

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Lagen Portalverbund	Mitarbeiterbezogene Meldepflichten (2030400)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	13.03.2024
Fachlich freigegeben durch	Thuringian Ministry for Social Affairs, Family and Health
Handlungsgrundlage	https://www.gesetze-im-internet.de/hag/__7.html https://www.gesetze-im-internet.de/hag/__7.html
Teaser	If you want to employ people to work from home for the first time, you must notify the competent authority in advance.
Volltext	<p>Anyone employing persons with home-based work for the first time must notify the competent authority.</p> <p>A company provides home-based work if it employs persons who the Home Work Act describes as home workers or home-based tradespeople.</p>
Erforderliche Unterlagen	• List of products that are to be manufactured at home
Voraussetzungen	\- You must spend or pass on home work.
Kosten	The granting of a permit in accordance with Section 9 (2) HAG (keeping charge slips instead of charge books) or in accordance with Section 23 (2) HAG (calculation aid per calculation item) is subject to a fee. The fees are determined in accordance with the applicable schedule of fees or costs.
Verfahrensablauf	<p>The notification can be sent in writing or online. You can send the notification in writing:</p> <p>Please send the following information:</p> <ul style="list-style-type: none"> • Full address of the company (company stamp) • Processor • Telephone, e-mail • List of products that are to be manufactured at home • Surname and first name of the home worker (HA), home craftsman (HGW), intermediate foreman (ZM) or

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equivalent (GL)

- Information on the employment relationship (HA, HGW, ZM, GL)
- Gender
- Date of birth
- Address of place of work (home/place of business)
- Type of employment (exact description of the assigned work or part of the work, e.g. "sewing aprons")
- Employed since (exact date)
- Finally left on (exact date)

If you would like to send the home office list online, the following steps must be carried out:

- Call up the online service
- Fill in the fields of the online service completely and send it to the Thuringian State Office for Consumer Protection, Regional Inspection South Thuringia

Bearbeitungsdauer

Frist

Prompt notification to the competent authority when persons are employed to work from home for the first time.

weiterführende Informationen

<https://verbraucherschutz.thueringen.de/arbeitschutz/heimarbeit>
<https://verbraucherschutz.thueringen.de/arbeitschutz/heimarbeit>

Hinweise

Anyone who provides home work must keep a home work list, pay slips and pay registers. Before taking up employment, they must inform the persons accepting the work about the type and nature of the work to be performed, the accident and health hazards to which they are exposed during the work and about measures and facilities to prevent these hazards.

The remuneration to be paid and the various supplements to remuneration are set out in various "binding regulations" depending on the sector, which can be obtained from the competent authority, among others.

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Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> • First-time employment working from home - acceptance • Anyone employing people to work from home for the first time must notify the competent authority. • Please contact the Thuringian State Office for Consumer Protection (TLV) Occupational Health and Safety Department.
Ansprechpunkt	Please contact the Thuringian State Office for Consumer Protection (TLV) Occupational Health and Safety Department.
Zuständige Stelle	
Formulare	
Ursprungsportal	Heimarbeit: erstmalige Beschäftigung – Mitteilungspflicht, Working from home: first-time employment - notification obligation