

This flyer is also available on the Internet:



[www.schleswig-holstein.de/arbeitschutz](http://www.schleswig-holstein.de/arbeitschutz)

**Contact data of the authority responsible for your accommodation:**

Staatliche Arbeitsschutzbehörde bei der Unfallkasse Nord  
Seekoppelweg 5a  
24113 Kiel  
Telephone: +49 431 22004010  
Fax: +49 431 220040650  
[poststelle@arbeitschutz.uk-nord.de](mailto:poststelle@arbeitschutz.uk-nord.de)

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The state government on the Internet:  
[www.schleswig-holstein.de/sozialministerium](http://www.schleswig-holstein.de/sozialministerium)  
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Have you noticed any defects in your accommodation or do you have questions regarding your working conditions?  
**For advice, please contact:**

**Arbeit und Leben** **Beratungsstelle**  
**Arbeitnehmerfreizügigkeit**  
SCHLESWIG-HOLSTEIN

Legienstraße 22, 24103 Kiel  
[www.arbeitundleben-sh.de/arbeitnehmerfreizuegigkeit](http://www.arbeitundleben-sh.de/arbeitnehmerfreizuegigkeit)

Bulgarian, Polish, Hungarian, Spanish, English, German	+49 431 5195170
<b>gutearbeit@sh.arbeitundleben.de</b>	

**DGB fair** **Faire Mobilität**  
Beratungsnetzwerk des DGB  
gefördert durch das BMAS

We are happy to advise you on labour and social rights:  
Gewerkschaftshaus, Legienstraße 22, 24103 Kiel  
[www.faire-mobilitaet.de](http://www.faire-mobilitaet.de)

Polish, English, German	+49 431 5195167
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**SH** **Staatliche Arbeitsschutzbehörde**  
bei der Unfallkasse Nord (StAUK)

Seekoppelweg 5a, 24113 Kiel  
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German	+49 431 22004010
<b>poststelle@arbeitschutz.uk-nord.de</b>	

# Support for good working and living conditions in Schleswig-Holstein



## Do you work in Schleswig-Holstein? Then the following information could be of interest to you:

### Working conditions:

#### Minimum wage:

The statutory minimum gross wage is currently (as of 1<sup>st</sup> January 2024) **€12.41** per hour.

#### Work contract:

A work contract can be concluded verbally or in writing. However, your employer must inform you of the essential contract conditions that apply to your employment. This can be done by means of a written work contract or a document detailing the essential working conditions. The document must be signed by your employer and provided to you on paper.

#### Occupational accidents

You are automatically insured in case you have an accident or sustain an injury at work. You are entitled to medical treatment free of charge. It is important that you tell your doctor that you had an occupational accident.

#### Illness

If you are ill, you must inform your employer immediately. A doctor's certificate is required on the fourth calendar day at the latest. However, your employer may also request this earlier. If your employment has lasted longer than 4 weeks, your employer must continue to pay you your normal wage for up to 6 weeks.

#### Work equipment:

PPE, work clothes, tools and other equipment required for your work must be provided by your employer.

### Accommodation:

If your employer provides or arranges accommodation for you, special conditions apply. This is also the case if the accommodation is at a different place than your work.

#### Rent

The rent for your accommodation or flat must not be too high. If you think you are paying too much, you should seek advice. In 2021, the average rent in Schleswig-Holstein was **€8,75 / m<sup>2</sup>**.

#### Termination of your rental contract

Your accommodation contract must not be terminated without notice. You do not have to move out of your accommodation if you lose your job. In most cases, the notice period is 3 months.

#### Sleeping / accommodation arrangements

- ✓ You must have at least **6 m<sup>2</sup>** for your bed and your personal belongings in your accommodation.
- ✓ Men and women must be able to sleep in separate rooms.
- ✓ Max. 8 persons are allowed to sleep together in one room.
- ✓ To ensure that you can rest properly, it is not allowed that you share a room with a person from another work shift.
- ✓ Each person must have their own bed.
- ✓ You must be able to darken your bedroom.

#### Facilities

- ✓ Sufficient showers / bathtubs and toilets for all residents
- ✓ Kitchen with cooking facility and refrigerator
- ✓ Sufficient daylight
- ✓ Washing and drying facilities for your laundry
- ✓ Lockable doors and wardrobes
- ✓ If you share accommodation with more than 4 persons: common room with chairs and tables

### Safety / emergencies / health

- ✓ Your accommodation must be equipped with smoke detectors, a fire extinguisher and first-aid equipment.
- ✓ Your accommodation must be easily accessible for fire and rescue services.
- ✓ Safe usage of the staircases must be possible.
- ✓ Your accommodation must be easy to ventilate.
- ✓ Your accommodation must be free of mould.
- ✓ Your accommodation must be heatable to at least 21 °C.
- ✓ The electric equipment in your accommodation, e.g. sockets, must be undamaged.
- ✓ Your accommodation must be clean and free of germs and vermin, such as cockroaches.
- ✓ Cleaning of your accommodation must be organised.

### Advice

- Do you have any questions regarding any of the information?
- Are you not sure whether any of the information applies to you?
- Have you detected defects in your accommodation?

→ **Advice centres are listed on the back of the page.**