

Sender: _____
(First Name & Surname)

To _____
(Name of Company)

(Street & House Number)

(Zip Code / City)

Please add
postage!

You and the NGG.

Yes, I will become a member of the NGG union starting _____



Personal Information

First Name		<input type="checkbox"/> Female <input type="checkbox"/> Male
Surname		
Telephone		
Email		
Street and House Nr.		
Zip Code	City	
Date of Birth	Nationality	

Professional Information

Company Name		
Street and House Nr.		
Zip Code	City	
<input type="checkbox"/> In vocational training from _____ until _____	<input type="checkbox"/> Employed part time for _____ hours/week	
Employed as		
Monthly income (gross)	Wage Group	

Direct debit mandate

I authorize the NGG to collect contributions from my account via direct debit. At the same time, I instruct my credit institution to pay the direct debits credited to my account by the NGG. Note: I can demand reimbursement of the debited amount within 8 weeks (from date of transaction). The conditions agreed upon with my bank are hereby applicable. My obligation to pay my contributions remains unaffected by this.

IBAN	<input type="checkbox"/> Monthly	<input type="checkbox"/> Quarterly
BIN	Account Number	
Credit Institute (Name)	BIC	

The monthly contribution is 1% of gross income. I agree to this data being stored and processed electronically. NGG Trust Guarantee: The NGG ensures that this data will not be passed on to non-union bodies. A notice of cancellation must be sent in writing to the responsible NGG regional office no later than six weeks before the end of the quarter. There is an obligation to pay the contribution fee until the end of the membership.
Creditor Identification Number: DE21NGG00000089801 The NGG will give me my mandate reference. I am aware that I can check the dates of direct debits for individual debits on the Internet (www.ngg.net/sepa). I expressly release the NGG from any further obligations of notifications for individual direct debits.

Date	Signature
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Changing Time

Get what you are entitled to!

Gewerkschaft Nahrung-Genuss-Gaststätten

Haubachstraße 76
22765 Hamburg

Tel.: 040 380 13 0
E-Mail: hv.ernaehrung@ngg.net
V.i.S.d.P: Thomas Bernhard

Dear colleagues,

In recent years, the highest employment court in Germany has made two important decisions on topics that are important to you:

Changing time and associated transportation time are work hours and must be compensated!

If an employer requires wearing certain clothing and the changing of clothes must take place at the company, the time spent changing clothes must be compensated. Since work time in this case begins with the changing of clothes, time spent within the company getting to your workplace also counts. This is the case if the employer does not allow the changing of clothes at the workplace, but instead sets up a changing station separate from the workplace that must be used by the employee.

Sample Calculation

An employee requires a total of 27 minutes per day to change and for the time spent en route from the changing room to the workplace and back. She works 22 days in January. Her hourly wage is 8.75€:

$27 \text{ Min.} \times 22 \text{ Days} = 594 \text{ Minutes} / 60 = 9.9 \text{ Hours}$

$9.9 \text{ Hours} \times 8.75 \text{ €} = 86.62 \text{ € per month}$

We advise you to request these claims regularly and on time. **We are happy to provide you with suitable sample forms.** You can also get advice from your works council or the information centers from „Faire Mobilität“ or the „information centers for mobile workers“ (see list).

Here you can receive assistance:

Gewerkschaft Nahrung-Genuss-Gaststätten

Information center from “Faire Mobilität” in:

Rheda Wiederbrück, Schulte-Mönting-Str. 3
Dortmund, Westenhellweg 112
dortmund@faire-mobilitaet.de

Christian Pinnes (Romanian): (+49) 0231 – 18 99 86 52
Justyna Oblacewicz (Polish): (+49) 0231 – 18 99 86 97
Stefanie Albrecht (Bulgarian): (+49) 0231 – 18 99 98 59

Oldenburg, Klävemannstraße 1
oldenburg@faire-mobilitaet.de

Raluca Gheorghe (Romanian): (+49) 0441 – 9 24 90 19
Piotr Mazurek (Polish): (+49) 0441 – 9 24 90 12

Kiel, Legienstraße 22
(Gewerkschaftshaus, 6. Etage)
kiel@faire-mobilitaet.de

Ida Mikolajczak (Polish): (+49) 0431 - 51 95 16 67
Helga Zichner (Romanian): (+49) 0431 - 51 95 16 68

Information center for mobile workers in:

Hannover, Arndtstraße 20

Dr. Katarzyna Zentner (Polish, Russian): (+49) 511 98 192-40

Braunschweig, Wilhelmstraße 5
(Siedziba Związków Zawodowych)

Mireia Gómez Travesa (Spanish): (+49) 0531 60187900
Alicja Bartosik (Polish): (+49) 0531 60187900

Lüneburg, Heiligengeiststr. 28

Eliza Yankova (Bulgarian): (+49) 4131 927509-5/-6
Roza Tanka (Hungarian): (+49) 4131 927509-5/-6

To whom it may concern,
For the month of 201.....
(Insert month)

I hereby claim compensation for the following listed times:

Day	Changing time in minutes	Time required from social room to workplace (roundtrip)	Total in minutes
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
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18.			
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21.			
22.			
23.			
24.			
25.			
26.			
27.			
28.			
29.			
30.			
31.			

I request that the hours listed above be compensated with an hourly wage of €/hour (in any case, minimum 8.75 €/Hour), included in my next paycheck



City, Date

Signature