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Themenplan

# Introduction to working time regulations

Overview of the basics of working time law (European law and working time regulations in Germany)

Working Time Act regulations, content and definitions:

- Start and end of daily working time
- Rest periods, breaks, night and shift work, overtime, extra work, commute time
- Clarification of terms (e.g. stand-by, on-call duty)
- Annual leave, work and service leave according to statutory provisions and provisions in collective agreements

Relationship between working time and occupational health and safety issues (overview and potential solutions)

Flexibilisation of working hours (legal provisions, e.g. Part-time and Fixed-term Employment Act)

Staff planning and duty rosters

Working time arrangements within individual companies (strategies and options for action, works council participation and co-determination rights)

Possible content and key points in works agreements regarding working time