

Please note that **ONLY** the German version of this document is legally binding and has to be signed. The English translation is provided to help you fill out the original German document.

Impact on official duties (requirements/detraction from fulfilling responsibilities)

2 Use of public facilities

The work in connection with the secondary employment will be carried out

exclusively outside the workplace

entirely or partly in the workplace

In the latter case, use of the following will be required:

rooms, instruments, machines
or other equipment outside of working hours must be declared unless

staff (the use of staff
secondary employment
for the employee in question has been approved)

Materials

other institutions

Details on the extent of the intended use.

3 Other current secondary employment

Nature, duration, time commitment, date of letter of approval (where applicable)

City, date

Applicant's signature

4 Statement by disciplinary manager (by the Dean for professors)

on the reconcilability with official duties and other official interests

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on the intended use of public facilities/equipment

The teaching to be provided as part of this secondary employment lies not within the scope of the applicants' required duties, but is offered in addition to their regular teaching duties (cf. Section 3 (2) LLHV).

City, date

Signature of the disciplinary manager/Dean for professors

Stamp