

## **Emergency Care for GEOMAR Kids by pme Familienservice GmbH**

### **What do they offer?**

So-called back-up places will be provided. In particular, these are meant to ensure that your children will be cared for in an emergency (your daycare mother becomes ill, unexpected business trip, etc.). We are sure that you will understand that, due to the limited number of places, this offer is not meant as regular childcare.

Within the scope of this back-up service, your children can be cared for up to 24 hours, including Sundays and public holidays.

### **Who is pme Familienservice?**

"We are the leading service provider in German-speaking countries in the field of work-life balance and diversity. We are committed to showing that the economic success of companies, gainful employment and a happy family life are not contradictory; instead, they influence each other positively. ...," it says in an excerpt from the company's Mission Statement. For more information, please visit [www.familienservice.de](http://www.familienservice.de).

### **Who does GEOMAR's offer apply for?**

It applies for all of GEOMAR's staff, including student assistants, who have children between the ages of 0 and 12.

### **What will this cost me?**

The use of pme Familienservice's services is free for GEOMAR's staff. However, in individual cases the employee's income may be subject to taxation by the legislator for this service as payment in kind. Please speak to your Human Relations Department about this.

### **Must I hand over my child to a stranger "just like that"?**

No, of course not. pme Familienservice offers regular orientation days (Open House) free of charge to make it easier for both you and your children to familiarize yourselves. Open House takes place on the first Saturday of every month from 10:00 a.m. to 2:00 p.m. in all of the emergency facilities throughout Germany. No registration is required. Open House will not be held if the first Saturday of the month is a public holiday.

### **Could my children be cared for in other cities, e.g. if I am on a business trip in Frankfurt?**

Yes, provided the requirements (see above) are fulfilled. For a list of the locations of current facilities, please visit [www.familienservice.de](http://www.familienservice.de).

**What do I have to do to take advantage of these services?**

Simply call the appropriate facility and speak to them about your requirements:

..... if you wish to register for the following day,

.... national hotline for emergency care in other cities:

... 24/7 service, \*for ... when calling from a German landline.

In addition, please send a short message, for example by email, to the Human Resources Department, informing them that you wish to make or have made use of this service and state your reasons for doing so.

pme Familienservice reports to us regularly on the use made of this service.

**Is my right to this restricted? How long will this offer last?**

Yes, the Institute has a limited number of places to enable it to estimate needs more accurately. Therefore, the right to make use of this offer is presently restricted to a maximum of two days per year for each member of staff.

At present, the contract between pme Familienservice GmbH and GEOMAR will run until 31 March 2012.

**pme Familienservice also offers other services. Can I make use of these as well?**

Due to the limited funds that are available, this contract presently covers only back-up childcare.

1 April 2010 in Kiel

Equal Opportunity Task Force

