

Voluntary self-disclosure to the employer

on the number of children eligible for consideration to determine the contribution to social long-term care insurance in accordance with Section 55 (3) of the German Social Security Code (SGB XI)

Status: June 9, 2023

Employers:

Details of the person employed:

Name:

First name:

Personnel (master) number:

I am childless yes no →if "no", the following information is required to the child/children required.

Number of eligible children under 25 years of age according to § 55 (3) SGB XI:

I certify the following number of eligible children as of July 1, 2023:

- No children under 25
- 1 child
- 2 children
- 3 children
- 4 children
- 5 and more children

- You can obtain information on eligible children in accordance with Section 55 (3) of the German Social Security Code (SGB XI) from your health insurance provider.
- Please indicate only the number of children UNTIL the age of 25. If all your children have already reached the age of 25, please tick "no children under 25".
- **Attention:** Any change must be communicated immediately and without request to the Human Resources Department with indication of the effectiveness (valid from).

Notes:

This is a voluntary self-disclosure. You do not have to provide any information at all or you can leave individual children out of consideration. However, only the specified children can be taken into account when determining the contribution. The following applies with regard to the children to be taken into account according to the information you have provided:

- **Obligation to cooperate:** Pursuant to Section 28o (1) SGB IV, employees are obliged to provide the employer with the information required to carry out the registration procedure and the payment of contributions and, if necessary, to submit the required documents. This applies to all employers involved in the case of several employments. Pursuant to Section 111 (1) (4) of the German Social Security Code (SGB IV), employees commit an administrative offense if they intentionally or recklessly fail to provide this information correctly, completely or in a timely manner or fail to submit the required documents completely or in a timely manner. This administrative offense can be punished with a fine of up to five thousand euros in accordance with Section 111 (4) SGB IV. Incorrect information also constitutes a breach of an obligation under employment law by the employee and may result in consequences under employment law, among other things. Any change in the stated circumstances must be reported to the HR department without being requested to do so.
- **Data protection:** Your personal data will be processed and stored insofar as and as long as this is necessary for the fulfillment of the tasks incumbent upon the employer. The legal basis for the processing of personal data is Art. 6 (1) c) DS-GVO (in conjunction with § 55 (3) SGB XI).

I declare that I have taken note of the information and have provided my details accordingly.

Place,

dateSignature of employed person

Notification of children's data for payroll accounting

With the following information, I am sharing the child information of my following children:

1.

First name / Surname / Date of birth

2.

First name / Surname / Date of birth

3.

First name / Surname / Date of birth

4.

First name / Surname / Date of birth

5.

First name / Surname / Date of birth

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