

Confirmation of furlough in relation to COVID-19

This document confirms agreement entered into concerning furlough of employee resulting from lack of work solely relating to the COVID-19 situation.

The furloughs are subject to the rules of wage compensation enacted by the Folketing. You must contribute by filling in any documentation as required by the new rules.

Employee:

Name
Street and no.
Postcode and town
CPR no.

Company:

Name
Street and no.
Postcode and town
CVR no.

The employee must take five holidays and/or days off in lieu in connection with the compensation period if the entire period is used. If a shorter period is used a proportional reduction can be made. If the employee does not have holidays and/or time off in lieu corresponding to five days, the employee must instead take time off without pay or transfer days from the new holiday year beginning on 1 May 2020. If the employee does not have holidays, days off in lieu, etc. corresponding to five days he/she must take time off without pay. The employer is not compensated for these days.

In the event that the crisis contrary to expectation should end prematurely, the furlough can be suspended or partially suspended at one day's notice. On account of this we ask you to ensure that we can contact you for a possible suspension of the furlough.

There are special rules for trainees and apprentices. They can continue working during a furlough.

Furlough date:

Both parties confirm by signature:

- that the company requires the employee to take furlough with full pay
- that the employee does not carry out any work during the furlough period (except from trainees and apprentices)
- that the employee takes the required holidays, special holidays and/or days off.

Town: Date: / 2020

Employee

Company