

FAMILIES IN MIND



As a responsible, medium-sized company GFA creates incentives to balance career and family. Highly qualified staff members are GFA's greatest asset. Their satisfaction with the company's working environment is vital to GFA's capacity to serve its clients. GFA strives to be a role model in this context. Flexible working hours allow employees to work from home and facilitate part-time arrangements.

GFA's corporate policy eases parents' return to the workplace, providing them the opportunity to return to work gradually after a parental leave by allowing for flexible working hours while supporting their childcare needs.

The specific measures provided for in this policy are based on three pillars:

1. RETURN TO THE WORKPLACE

Measures related to a parent's return to work are arranged for according to the duration of the parental leave and the parents' preferences. During and after parental leave, GFA offers:

- ▶ An incremental return to the workplace through part-time work in order to ease subsequent full integration,
- ▶ a contact person who keeps the parent informed of goings-on in the company and who offers selected job assignments,
- ▶ a clear perspective for the parent's future career, working part-time if desired, after returning to work.

2. CHILDCARE

GFA offers monthly, tax-free childcare allowances for children who are not yet in school, which provides an incentive for employees to develop their skills effectively, and share their know-how and energy with the company. Due to divergent workloads and intensities, job requirements can at times conflict with childcare. In order to address such conflicts, GFA pays the additional costs of a babysitter for its employees.

3. ORGANIZATION OF WORKING TIME

GFA offers its employees several options for organizing their working hours. The current labor regulations on core working hours can be adjusted flexibly by all employees. In addition, part-time options for working from home can be arranged in line with operational requirements.

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