



INFORMATION SHEET

on termination of employment

Employees are obliged to carry out an independent job search, while still in employment, well in advance of the termination of employment (section 2 (5) (2) SGB III).

In accordance with section 38 SGB III, employees are required to personally notify the Federal Employment Agency (Agentur für Arbeit) of their job seeking status at least three months before their employment relationship is terminated. If the time period between learning of the termination date and the actual termination of employment is less than three months, the Federal Employment Agency must be notified within three days after the termination date is known. Based on the current regulations a verbal notification is accepted if the personal notification will be done by appointment with the Federal Employment Agency.

A delayed notification at the Federal Employment Agency entails an off-period of one week (section 159 (1) with (6) SGB III).