

Family-related performance-based funding (*Familien-LOM*): application for the year: _____

Please complete and return to:

Claudia Froböse,
Gender Equality Officer, acting
OE 0013
Carl-Neuberg-Str. 1, 30625 Hannover
E-Mail: familien-lom@mh-hannover.de

1. Details of the department/institute making the application

1.1. Department/institute
1.2. OE (code for organizational unit)
1.3. Head of department / institute director
1.4. Administrative office / contact person

2. Details of the returning (female) physician/scientist

Title
Surname
First name
Date of birth
E-Mail
Tel. (private)
Tel. (work)
Tel. (mobile)

3. Details of returning physician/scientist's occupational area and employment

3.1. Physician <input type="checkbox"/>	Scientist <input type="checkbox"/>
3.2. Discipline	
3.3. Currently training as a specialist physician? Yes <input type="checkbox"/> No <input type="checkbox"/>	
3.4. Additional specialist qualifications	

3.5. Current function/status					
Junior physician (Assistenzärztin)	<input type="checkbox"/>	Specialist (Fachärztin)	<input type="checkbox"/>	Senior physician (Oberärztin)	<input type="checkbox"/>
				Chief physician (leitende Oberärztin)	<input type="checkbox"/>
					Research associate (wiss. Mitarbeiterin)
					<input type="checkbox"/>
3.6. Current role/remit					
3.7. Nature of clinical work					
3.8. Which agreements have been made for the period after the applicant has returned from parental leave?					
<input type="checkbox"/> Previous responsibilities fully maintained					
<input type="checkbox"/> Previous responsibilities fully maintained, with the exception of					

<input type="checkbox"/> Assignment to a different area of work (please specify					

<input type="checkbox"/> Other (please specify)					

3.9. Full-time equivalence (FTE) before maternity protection period commenced					
< 50%	<input type="checkbox"/>	50%	<input type="checkbox"/>	75%	<input type="checkbox"/>
				100%	<input type="checkbox"/>
				Other FTE %	<input type="checkbox"/>

3.10.. Full-time equivalence (FTE) after end of maternity protection period / parental leave					
< 50%	<input type="checkbox"/>	50%	<input type="checkbox"/>	75%	<input type="checkbox"/>
				100%	<input type="checkbox"/>
				Other FTE %	<input type="checkbox"/>

3.11. Is the current employment contract a fixed-term one?					
				Yes	<input type="checkbox"/>
				No	<input type="checkbox"/>
If so, when does it run out? _____					

4. Other details of returning physician/scientist

4.1. Foreign national with a German university entrance qualification Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please state nationality _____ _____
4.2. Marital status Married <input type="checkbox"/> In domestic partnership <input type="checkbox"/> Single <input type="checkbox"/>
4.3. Children ____ (number) Date of birth (beginning with most recent birth) _____ _____
4.4. Fo. With responsibility for caregiving Yes <input type="checkbox"/> No <input type="checkbox"/>

5. Duration of absence (no. of days – from date of child’s birth to date of return to work – on the basis of which *Familien-LOM* funding is being requested

Child’s date of birth:	Date of return to work:	No. of days:
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6. For fixed-term contracts (under the German Law on Fixed-Term Contracts in Higher Education and Research [WissZeitVG]: is it planned to extend the contract at least by the length of time taken out under maternity protection and parental leave?

Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, for how long? _____	

6.1. Where a contract is fixed-term (as defined by WissZeitVG legislation), please include written confirmation from the departmental head / institute director that it will be extended at least by the length of time taken out under maternity protection and parental leave.

7. *Familien-LOM* funding of up to 12,000 euros for the year _____ is requested.

7.1. For which of the following categories are the funds intended?

Personal resources <input type="checkbox"/>	Material/non-personnel resources <input type="checkbox"/>	Capital-investment resources <input type="checkbox"/>
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9. Examples of measures that *Familien-LOM* funding can be used for

Material/non-personnel resources	Personnel resources	Capital-investment resources
Material/non-personnel resources (up to €250)	Personnel support for returning physician/scientist	Remote workstation at home
Technical aids (up to €250)		Mobile parent-and-child office
Consumables		Breastfeeding rooms
Baby-changing facilities (up to €250)		Childcare rooms
Creating a family-friendly duty roster / shift schedule		Parent-and-child room (with workstation)
Trips to attend conferences or do research (for physicians and scientists)		
Training courses for executives, e.g. on: <ul style="list-style-type: none"> gender competence; family competence; gender equality monitoring (e.g. keeping statistics on female/male ratios) 		
Workshops and professional-development courses for applicants (physicians and scientists; external events subject to charges are eligible), e.g. on: <ul style="list-style-type: none"> careers planning; giving talks and lectures; self-presentation; session moderating; communication; conflict management; obtaining external/research funding; coaching on the professorial-appointment process; voice training; provision of reflective supervisory/consultative input (<i>Supervision</i>) or coaching; structures/bodies in higher education 		
Workshops, professional-development courses and courses on combining work and family commitments (organized by the department/institute; including physicians/scientists applying for this funding), e.g. on: <ul style="list-style-type: none"> gender-equitable approach to team working; gender awareness; German as a foreign language language courses (specify language(s) _____); English-language offerings careers training for couples; communication for couples; assertiveness and self-defence courses for women; combining work and family (for fathers); first aid for parents 		

Application:

Place, date

Stamp and signature of departmental head /
institute director

Place, date

Signature of returning physician/scientist

Data privacy aspects of processing:

- The returning physician/scientist consents to electronic, anonymized data collection for research purposes.
I consent to processing of the personal data I have provided.

Additional information relating to the General Data Protection Regulation (GDPR)

Collection of the above personal data relating to you and your child(ren) is for the purpose of application for *Familien-LOM* funding. This funding cannot be awarded without provision of the relevant details. The legal basis for the processing of personal data is Art. 6 (1a) of the General Data Protection Regulation (GDPR).

The following are responsible for data processing:

Gender Equality Officer, acting:

Claudia Froböse

Coordinator of *Familien-LOM* Funding:

Andrea Klingebiel

MHH Family Services staff:

Katja Fischer, Sina Eilering and Kerstin Bugow

Those with access to this personal data are the Head of Family Services, the Coordinator of *Familien-LOM* Funding, and the staff of MHH Family Services, as well as the staff of the Gender Equality Office at MHH.

You have the right to information about personal data pertaining to you that has been stored (Art. 15 GDPR). If you realize that data processed includes incorrect personal data concerning your person or your child(ren), you are entitled to request that these data be corrected (Art. 16 GDPR). You are entitled to request that your personal data be removed if there are specific reasons for this. For example, this is the case where these personal data are no longer required for the purpose for which they were originally collected or processed (Art. 17 GDPR). You also have the right to restriction of processing of personal data (Art. 18 GDPR), to data portability (Art. 20 GDPR) and to a general opt-out (Art. 21 GDPR).

The data controller is Ms. Claudia Froböse, OE 0013, Gender Equality Office, Carl-Neuberg-Str. 1, 30625 Hannover, Tel.: +49 511 532 6501, E-Mail: Gleichstellung@mh-hannover.de

If you have any questions, or if you feel that the processing of personal data pertaining to you or your child(ren) is not legitimate, you have the opportunity to contact MHH's Data Privacy Officer at the following address:

Datenschutzbeauftragte der MHH, OE 0007, Carl-Neuberg-Str. 1, 30625 Hannover.

Another option, if you feel that the processing of personal data pertaining to you or your child(ren) is not legitimate, is to lodge a complaint with the competent regulatory authority responsible for MHH. Please write to the State Officer for Data Privacy at the following address:

Die Landesbeauftragte für den Datenschutz Niedersachsen, Prinzenstr. 5, 30159 Hannover.

I have taken note of the above points.

Place, date _____ Signature _____