

Newsletter no. 14

In focus: Strengthened for the new year

Topic

Tips for the annual meeting

Many employees have the opportunity to discuss the past year of employment and career prospects with their line manager once a year in a one-to-one meeting. We take a look at how you can use your annual review as an effective development tool.

The exchange usually consists of three phases.

1. Review and feedback: What went well? What didn't go so well?
2. As-is analysis: What are your current tasks and how satisfied are you with them? Are you overloaded or underchallenged? And what changes would you like to see?
3. Preview and further development: What should happen next year? What goals can be agreed and where can you develop professionally and personally?

If you go into the meeting well prepared and with a positive attitude, you can help shape your future. An active attitude and clear communication will give you more control over your next career steps and personal development within the company. It is important that you make it clear to yourself what you have achieved in the past year. Where are you now? Where do you want to go? You should also be clear about your performance: What do you fulfil purely according to your duties and what do



Photo: BullRun / AdobeStock

you do beyond that? Where do others ask you for advice? The clearer you are going into the interview, the better you will be able to shape your own future path. And the more motivated you can start into your next professional year.

For your job and also in the course of an annual appraisal, your soft skills are the A and O for your further development. You can find out more here:



[Read more here ...](#)

Other topics in this issue

Events

Are annual appraisal meetings mandatory?

What happens to my remaining holiday?

Into the future with bits and bytes

What you need to know in Germany



Tabea Bromberg
IGBCE, Abteilung
Betriebspolitik



Sebastian Gödecke
IGBCE, Abteilung
Betriebspolitik

More for 2024

KAAT.net is repositioning itself – for 2024 and beyond. In the last newsletter issue we said goodbye to Mila, now we welcome our new colleague: Sebastian Gödecke will be joining the KAAT team during the first half of the year. Sebastian has been active in the IGBCE district of Ludwigshafen for the past few years, where he focussed on KAAT employees. He therefore brings a wealth of experience and lots of ideas with him. We are delighted to welcome Sebastian to the team!

This will not be the only change for 2024: To further expand IGBCE's KAAT work, we will be setting up regional KAAT hubs over the course of the year. These are IGBCE secretaries who are exclusively involved in KAAT work. Together with us, but locally in regions with a particularly large number of KAAT employees. We will of course introduce you to our colleagues one by one in the newsletter.

And now we hope you enjoy reading our 14th KAAT Newsletter!

Events

Development centre for academic and AT employees

We are constantly being assessed in our professional lives, not least of course in application situations. For all those who are wondering how assessment procedures work or want to prepare themselves specifically for the next selection situation, we have a very special offer: In cooperation with occupational psychologists from Freie Universität Berlin, we offer you the opportunity to take part in a professional development centre. On the one hand, you will learn about the methods of evaluation procedures, especially in assessment centres. On the other hand, you will receive personal feedback on how you can improve your impact in such procedures.

Seminar, from 5 to 8 May 2024
in Kagel-Möllenhorst (seminar number:
HV-003-570501-24)



[More information and registration ...](#)

4th KAAT dialogue



Save the date:

The 4th KAAT Dialogue of the IGBCE will take place on 21 and 22 June 2024 in Kassel. Be part of our big networking event for commercial, academic and AT employees, their shop stewards and works councils.

More information coming soon here:



kaat.net/4-kaat-dialog-der-igbce

Legal matters

Are annual appraisal meetings mandatory?

Not everyone looks forward to an annual appraisal. Some employees would prefer to avoid this appointment – and even superiors sometimes find the discussions unpleasant. This raises the question: Are annual appraisals mandatory?

Answer: Companies are not obliged to conduct appraisal interviews. However, if employees receive an invitation to an annual appraisal meeting, they are obliged to attend. This results from the employer's right to issue instructions, which is regulated in Section 106 of the Trade, Commerce and Industry Regulation Act (Gewerbeordnung, GewO). However, there are clear rules regarding the content: As in the job interview, certain questions are not permitted and do not have to be answered, for example about health and illness or a possible pregnancy.

Good to know: The works council has a right of co-determination in accordance with Section 87 (1) No. 1 of the German Works Constitution Act (Betriebsverfassungsgesetz) for measures that affect the organisation of the company and the behaviour of employees in the company. Thus, in companies where employee appraisals are held regularly, there is usually a works agreement that regulates those meetings in more detail.



Photo: bnenin / AdobeStock

Your IGBCE works councils and colleagues in the local IGBCE districts are also available to all employees on this topic.

Service

What happens to my remaining holiday?

There are many reasons why there are holiday days left over at the end of the year: You were ill yourself for a long time or the high sickness rate in the company did not allow enough time for your own recreation. By now at the latest, you should take care of what happens to your remaining holiday. In principle, must be taken in the current calendar year. Only in exceptional cases it is possible to carry over holiday in accordance with Section 7 (3) of the German Federal Leave Act (Bundesurlaubsgesetz, BurlG). However, this must be applied for with the employer, as the unused holiday days are not automatically carried over to the next year.

Thanks to a ruling by the European Court of Justice (ECJ), however, you have the law on your side: in 2022, the judges categorised the automatic expiry as contrary to European law. Since then, the employer must inform employees appropriately about the imminent expiry of their holiday days and ask them to take their holiday. If he fails to do so, the holiday days can be carried over into the new year. As a rule, the remaining holiday must be taken within the first three months of the new year. After 31 March, there is a risk that the leave will expire without replacement.



Foto: Nataliia / AdobeStock

The IGBCE has summarised further questions and provisions on remaining leave for you.



[Read more here ...](#)

Digital

Into the future with bits und bytes

Even if „artificial intelligence“ still sounds a bit like science fiction, systems like Chat GPT show us new possibilities of AI on an almost daily basis. What does this mean for our work? A study by the Institute for Employment Research (IAB) has examined the potential impact of artificial intelligence on a wide range of professional activities. The good news first: the technologies cannot replace entire professions. The job profiles cover too many different activities for this.

The researchers conclude that AI will bring about changes especially for highly qualified employees. While the use of software and robotics is more likely to replace routine activities in occupations with low or medium skill requirements, the potential of AI applications extends further. In the manufacturing industry, for example, AI is already being used in supply chain management as well as in forecasting tasks and complex image processing and classification tasks for error detection and quality assurance. Just like software and robotics, AI offers great potential for automation and productivity. However, this is more likely to lead to a redistribution of the range of tasks within professions in an industry than to the replacement of entire professions.

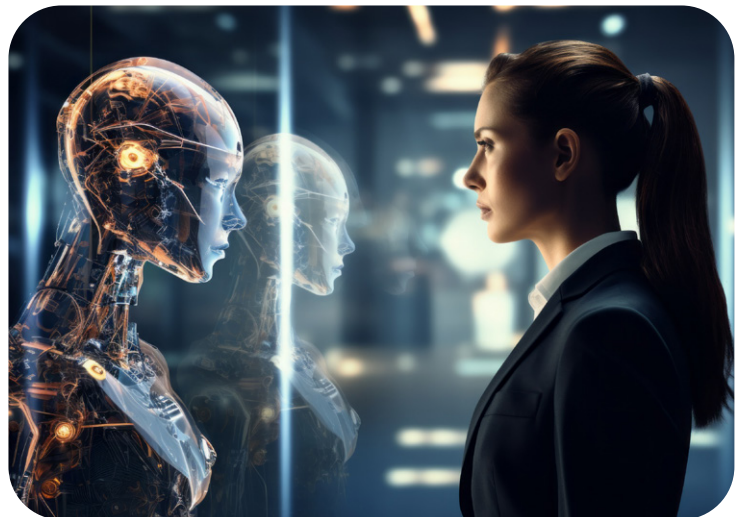


Photo: top images / AdobeStock

Thanks to their productivity potential, these technologies can certainly contribute to reducing the shortage of skilled labour. However, the use of software and AI alone cannot solve acute shortages of skilled labour.

And finally, the researchers point out that the collective bargaining parties also have an important role to play in the change process, for example when it comes to employee training.



[Read more here ...](#)

From the regions What you need to know in Germany

Who knows straight away what the term „Beitragsbemessungsgrenze“ means and could explain it in English? For colleagues from other countries, German labour law, questions about social insurance or collective agreements are even more opaque than for Germans. This is why KAAT.net offered the series „your labour rights – what you need to know in Germany“ for the 3rd time last November. At the peak, 139 participants took part in the three webinars. The speakers explained key concepts of German labour law and answered numerous questions. For example: How does German health insurance work?

And what does my pay group depend on?

We are pleased about the good response and will be offering the series again in the fall of 2024. More on this in one of our next newsletters. Please bring it to the attention of your colleagues!



COLLECTIVE BARGAINING ROUND RECOMMENDATION

The IGBCE Main Executive Board (Hauptvorstand) has adopted its recommendations for the 2024 collective bargaining round for the chemical industry – under the motto: „Attractive development and security for our members even in turbulent times“. You can read the contents here.



[Read more here ...](#)

COLLECTIVE BARGAINING ROUND CHEMIE 2024!



This is www.kaat.net



Imprint

Industriegewerkschaft Bergbau, Chemie, Energie
Legally responsible: Stefan Soltmann, Leiter Abt. Betriebspolitik
Königsworther Platz 6, 30167 Hannover

Contact:
+49 511 7631-0
betriebspolitik@igbce.de