

Report first-time employment of persons working from home

Would you like to employ people working from home for the first time in accordance with the Home Work Act (HAG)? Then you must submit the required advance notification to the competent authority.

Competent Department

- [Senatorin für Arbeit, Soziales, Jugend und Integration | Referat 41 Arbeitsmarktpolitik, Grundsicherung für Arbeitssuchende und Arbeitsrecht](#)

Basic information

If you are a company assigning home-based work under the Home Work Act (HAG) for the first time, you must inform the competent authority in advance. This also applies if you are only planning irregular or minor activities. The notification is not an application for approval to issue home office work. After the notification, you can start issuing home office work immediately.

Requirements

- You run a company in Germany that distributes work from home in accordance with the Home Work Act (HAG) or distributes work from home via others.

What documents do I need?

- Notification of the first-time allocation of home office work in accordance with the Home Office Act (HAG)

Procedure

Entries can be made in the following ways:

- By e-mail to heimarbeit@arbeit.bremen.de
- By upload link (will be sent by e-mail on request)
- In writing by post to: P.O. Box 101580, 28015 Bremen

Legal bases

- [§ 7 Heimarbeitsgesetz \(HAG\)](#)

What deadlines must be paid attention to?

The notification must be made before the first issue of work from home.

How long does it take to process

None. The notification has been submitted by post, e-mail or upload.

What are the costs?

Free of charge.