



FINANSFORBUNDET

# LEAVING YOUR JOB?

- FINANSFORBUNDET CAN HELP YOU TO MOVE ON

# LEAVING YOUR JOB?

## HAVE YOU BEEN DISMISSED OR SUSPENDED, OR ARE YOU ENTERING INTO A SEVERANCE AGREEMENT?

You can contact Legal Service & Negotiation if you have questions about the following:

- whether the reason for your dismissal is justified
- whether the notice period is being observed
- your rights under the collective agreement and by law.

If you are presented with a severance agreement, we recommend that you contact Legal Service & Negotiation or your union representative before signing the agreement, because the majority of severance agreements constitute a complete and final decision once signed.

## If you have been subject to a summary dismissal, it is important to do the following:

- immediately contact your unemployment insurance fund
- immediately lodge a protest against the summary dismissal with your employer
- involve your union representative, local union or Finansforbundet, who can help you make a claim for salary and holiday pay as well as possible compensation in the event of an unfair dismissal.

---

### **NB:**

A period of four weeks, starting from when you are given notice or subject to a dismissal, strictly applies to any claims to be made to the company, e.g. for compensation for unfair dismissal. You should therefore contact Legal Service & Negotiation or your local union promptly for a legal assessment of your case.

# HAVE YOU BEEN RELEASED FROM YOUR DUTIES?

Being 'released from one's duties' means that you are paid your salary or wages without needing to be at your employer's disposal. When in this situation, you must continue to be loyal to your employer and must not join a rival company.

## **What does the 'duty to mitigate loss' mean?**

- When you are released from your duties, you have an obligation to limit the employer's losses by trying to gain a new job.
- Your employer can deduct earnings in your new job from your salary/wages in the period in which you are released from your duties.

## **What does it mean to give 'counter' notice?**

- If you wish to join a rival company during the release period, and the company has not agreed to this, you yourself must end the employment relationship by giving 'counter notice'.

Bear in mind that 'counter notice' can put you at risk of losing your entitlement to [for example] severance pay, if you, at that point, do not have the seniority that is required to receive severance pay.

# UNEMPLOYMENT INSURANCE FUND AND SOCIAL ADVICE

## FINANSFORBUNDET'S UNEMPLOYMENT INSURANCE FUND / PART OF FTF-A

You can contact Finansforbundet's Unemployment Insurance Fund if you would like to know something about:

- when and how to register as unemployed
- to what extent your severance pay will be deducted from your unemployment benefits or voluntary early retirement
- to what extent you will be quarantined
- how it affects your entitlement to unemployment benefits and voluntary early retirement if you are unable to work full-time due to pre-existing medical conditions
- salary insurance
- offers and events in the unemployment insurance fund
- training opportunities available with unemployment benefits
- rules for unemployment benefits and voluntary early retirement.

## NB:

Remember to contact us if you are intending to start a training course that will finish after the end of the notice period you are in. There are various restrictions on the type of training you can undergo while receiving unemployment benefits, so it is wise to check these for clarification before signing up.

## Social advice

You can contact Finansforbundet's social advisors to hear more about

- what you can do if you are dismissed during ill health
- your options and duties as an unemployed 'flex job' worker
- when severance pay is deducted from state benefits
- your options for parental leave during a notice period.

# WHAT ASSISTANCE IS AVAILABLE?

## TAKING YOUR NEXT STEPS

You can contact Work Life Investment to hear more about

- LinkedIn courses, CV and application checking services, independent study, career guidance courses
- qualifying educational processes that can strengthen your professional pallet
- helpful advice and tools online.

You can also book a consultation with a career advisor to discuss and receive advice on [for example]

- training/further education
- competence clarification
- networking

- job interviews
- CVs and applications
- dream careers and how to achieve these.

### **NB:**

If you have received an outplacement offer, we recommend that you take up this option first.

# YOUR MEMBERSHIP

## REGISTRATION OF YOUR MEMBERSHIP

Being registered correctly is important. If you become unemployed, your membership fee will be reduced. You can continue to participate in Finansforbundet events and courses – keep up-to-date through [www.finansforbundet.dk](http://www.finansforbundet.dk).

**Remember** to email [medlem@finansforbundet.dk](mailto:medlem@finansforbundet.dk) when you get a new job – failure to notify us would mean you lose your right to legal advice.

### **You can receive legal advice on the following:**

- your new contract
- terms of employment and rights
- questions about pay levels in the sector.

June 2020

**FINANSFORBUNDET**

Applebys Plads 5

DK-1411 Copenhagen K

Phone +45 32 96 46 00

[www.finansforbundet.dk](http://www.finansforbundet.dk)



Read more at [www.finansforbundet.dk](http://www.finansforbundet.dk)  
or contact us by phone: +45 32 96 46 00