Vacation

Vacation days

All our members are contractually entitled to 20 days' vacation (based on a 5-day week). This corresponds to a statutory regulation on minimum vacation entitlement, which employees are obliged to take.

As a member of Smart, you can organize your working hours flexibly. It is also important to understand that you are responsible for covering all of your employment costs (i.e. your salary during your vacation is also paid from your budget).

To ensure that you have fully used your vacation, two vacation days per month are automatically allocated to you and noted on your payslip.

You can notify us of additional vacation days at any time. As an employer, we can grant you more vacation days. You can apply for a leave in the portal by requesting a change.

Unpaid leave

You can also apply for unpaid leave. This way you can keep your employment uninterrupted even in times with a lower turnover. If you have no budget for further employment, Smart can suggest unpaid leave.

During unpaid leave, your employment will continue, but you will not receive a salary. No social security contributions will be paid from your budget during this time.

> You are still insured during the first month of unpaid leave, but you do not pay pension insurance contributions for that month. For unemployment insurance, periods of unpaid leave do not reduce ALG 1.
> **However, from the 2nd month of unpaid leave, insurance in all branches of social security ends!**

Revision #3
Created 2024-02-01 10:54:31 UTC
Updated 2026-09-11 11:34:06 UTC by Marie