

Regulation for holidays 2026

All employees of Dinse G.m.b.H. are entitled to vacation time in 2026, which is structured as follows:

- 1) The statutory minimum vacation entitlement is 20 working days (based on a 5-day week). At least one of these vacation periods must comprise 10 consecutive working days.
- 2) In addition to the statutory minimum leave entitlement, Dinse G.m.b.H. grants an additional 9 days of leave, or 10 days of leave after five years of service.
- 3) Part-time employees are entitled to a pro-rata leave entitlement.

For internal departmental or division planning purposes, your vacation requests should be entered in the vacation lists provided in the departments or divisions by January 15th, 2026.

Supervisors will use the vacation lists to plan vacations by February 14th, 2026. A copy of the vacation plan must then be submitted to the works council.

The vacation is only bindingly approved once a written vacation request (time recording document) has been submitted. This must be processed by the supervisor (according to the organizational chart) within 14 days. The approved request is then forwarded to the Human Resources department and a copy is sent to the employee. We recommend that vacation bookings are only made after the vacation request has been approved.

The Dinse G.m.b.H. business premises will be closed on the following days in 2026: May 15th, 2026, December 24th to December 31st, 2026 (half a day on December 24th and December 31st). Five days of annual leave must be set aside for these days, or overtime accounts can be used. Proportional hours apply to employees who work part-time.

These days should also be taken into account when planning your vacation and added to your vacation lists!

If economic development in 2026 is positive, a decision will be made by September 30th, 2026, at the latest, as to whether the business or parts of the business are to be kept operational in calendar week 53.

Works Council

Management