

Domestic Employees in Gov. Quarters

Hiring Domestic Employees: Sponsors may hire domestic employees to work and reside in sponsors' government quarters if they are in compliance with **Army policy** and **German law**. There is no requirement for CDS and FCC approval for a child-care provider who resides in the sponsor's quarters.

Domestic employees include child-care providers or nannies, cooks, maids, and housekeepers.

Army Policy Prerequisites:

- ✓ The Garrison Commander must approve an exception to Army housing policy.
- ✓ The policy permits no increase in bedroom or other housing entitlements.
- ✓ The policy does not allow additional Army benefits or privileges that are not available to other non-dependents, with the exception of shopping and driving privileges, when approved by the USAREUR Provost Marshal.
- ✓ The policy does not allow the domestic employee to live in attics, basements, or other areas that do not meet safety, health, or habitability standards.
- ✓ The domestic employee may not be an illegal alien. Domestic employees must comply with Army housing regulations.
- ✓ To obtain approval, the sponsor must submit through the housing office to the Garrison Commander proof of the domestic employee's German residence, tax and insurance obligations, a copy of a written contract with the employee, and a copy of the German police background check.

German Law:

- Prohibits hiring illegal aliens
- Requires a background check by German police authorities
- Requires the employee to have a current health certificate validated by a licensed physician
- Requires the employee to have a valid tax card and registration number at the local employment office.
- Requires the sponsor to pay social security and pension contributions, buy health and accident insurance for the employee, and pay any other applicable German taxes.

In calculating the amount of taxes and other contributions, German law requires the inclusion of the real market value of rent and board provided to the domestic employee if employer provides free lodging.

German employment law concerning termination of contracts, the probationary period, age restrictions (an employee under the age of 14 is prohibited), the Christmas bonus, pregnant employees, vacation periods, and time off are all applicable. The minimum wage law does not apply.

Hiring domestic employees to live in government quarters is permissible, but the sponsor must plan carefully and budget enough time to fulfill the many legal requirements prior to the hiring. Hiring a domestic employee is **not** a casual task.