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| Zeile | Personalnummer | | | | | | | |  | | | | | | | | | | | | |  | |  | **ABORDNUNGSVERFAHREN**  Auszufüllen von der Dienststelle | | | | | | | | | | | | | | | | | | | |
| 1 | Bezügestelle  Chemnitz  Dresden  Leipzig | | | | | | | | | | | | | | | | | | | | | | |
| Sachbearbeiternummer | | | | | | | |  | | | | |  | | | | | | | | | |
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| Datenfeld | | | | | | | | | | | | | | | | | | | | | | | |  | Eingangsstempel aller betroffenen Dienststellen | | | | | | | | | | | | | | | | | | | |
| 2 | Familienname | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | |
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| 3 | Vorname | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | |
| 4 | Geburtsdatum | | | | | | Familienstand | | | | | | Zahl Kinder/ jeweiliges Alter | | | | | | | | | | |
|  | | | | | |  | | | | | | **/      /** | | | | | | | | | | |
| 5 | Schwerbehinderung bzw. Gleichstellung | | | | | | | | | | | |  | | | | | | | | | | |  |  | | | | | | | | | | | | | | | | | | | |
|  |  | Nein | |  | Ja | Grad der Behinderung | | | | | | | | | | |  | | | |  | | |  |  | | | | | | | | | | | | | | | | | | | |
|  |  |  | |  |  | Anzahl Ermäßigungsstunden/Wo. | | | | | | | | | | | | |  | | | |  |  | An das Personalreferat des LaSuB | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | |  | Entsprechend der Angaben im nebenstehenden Datenfeld soll veranlasst werden die | | | | | | | | | | | | | | | | | | | |
| 6 | Vollständige Wohnanschrift | | | | | | | | | | | | | | | | | | | | | | |  |
|  |  | | | | | | | | | | | | | | | | | | | | | | |  |  | Teilabordnung | | | | |  | Mehrfachabordnung | | | | | | |  | | Vollabordnung | | | |
|  |  | Verlängerung der bestehenden Abordnung | | | | | | | | | | | | | | | | | | |
|  |  |  | | | | | | | | | | | | | | | | | | |
| 7 | Amts- bzw. Dienstbezeichnung, Funktion, Tätigkeitsmerkmal **⇩** | | | | | | | | | | | | | | | | | | | | | | |  | Im Umfang von | | | |  | | | | | W.-Std. (= | | | |  | | | | Tage) | | |
|  |  | | | | | | | | | | | | | | | | | |  | | | | |  | für den Zeitraum | | | | | | | | | | | | | | | | | | | |
| vom | |  | | | | | | bis | |  | | | | | | | |  | |
| 8 | Stammdienststelle (Name, ggf. Schultyp, vollständige Anschrift) | | | | | | | | | | | | | | | | | | | | | | |  | zur Dienststelle (Zeile 12). (Begründung siehe Rückseite bzw. Anlage) | | | | | | | | | | | | | | | | | | | |
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| Ort, Datum, Unterschrift | | | | | | | | | | | | | | | | | | | |
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| 9 | Personalverwaltende Dienststelle | | | | | | | | | | | | | | | | | | | | | | |  | Stundenausfall | | | | |  | | | | | W.-Std. | | | | | | | | | |
|  |  | SMK | | | |  | | LaSuB B | | | |  | | LaSuB C | | | |  | LaSuB D | | | | |  |  | | | | | | | | | | | | | | | | | | | |
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|  |  | LaSuB | | | |  | | LaSuB L | | | |  | | LaSuB R | | | |  | LaSuB Z | | | | |  | Stellungnahme der Dienststellen/Schulen | | | | | | | | | | | | | | | | | | | |
|  |  |  | | | |  | |  | | | | W-Std. | | | |  | | | | % | | | |  | **Stammdienststelle/Schule** (Zeile 8) | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | |  | Die Abordnung wird | | | | | | | | | |  | befürwortet. | | | | | | | | |
| 10 | Lehrbefähigung *(Angabe in Großbuchst. z.B. MA)* bzw. in Qualifikation befindliche Lehrbefähigung (Angabe in Kleinbuchstaben z.B. ma) | | | | | | | | | | | | | | | | | | | | | | |  |  | nicht befürwortet (Begründg. | | | | | | | | |  | | | | | | | | |  |
|  | s. Rückseite bzw. Anlage). | | | | | | | | |
|  | a) | | ggf. Fächerkombination (bis Klasse): | | | | | | | | | | | | | | | | | | | | |  |  | | | | | | | | | | Datum, Unterschrift | | | | | | | | |  |
|  |  | |  | | | | | | | | | | | | | | | | | | | |  |  | **Dienststelle/Schule, an die abgeordnet wird** (Zeile 12) | | | | | | | | | | | | | | | | | | | |
|  | b) | | Wahlfach (bis Klasse): | | | | | | | | | | | | | | | | | | | | |  | Die Abordnung wird | | | | | | | | | |  | befürwortet. | | | | | | | | |
|  |  | |  | | | | | | | | | | | | | | | | | | | | |  |  | nicht befürwortet (Begründg. | | | | | | | | |  | | | | | | | | | |
| 11 | Teilzeitbeschäftigt? | | | | |  | | | | Nein | | | | | | | | | | | | | |  |  | s. Rückseite bzw. Anlage). | | | | | | | | |  | | | | | | | | |  |
|  |  | | Ja, mit IST-Regelstunden | | | | | | | |  | | | | / | |  | | | | | | |  |  | | | | | | | | | | Datum, Unterschrift | | | | | | | | |  |
|  | Befristet: | | |  | Nein | | | | | |  | | Ja; bis | | |  | | | | | | | |  |  | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | |  | Stellungnahme der pers.-verw. Dienststelle | | | | | | | | | | | | | | | | | | | |
| 12 | Beantragte neue Dienststelle (Name, ggf. Schultyp, vollständige Anschrift) | | | | | | | | | | | | | | | | | | | | | | |  | Abordnung wird von der personalverwaltenden Dienststelle (Zeile 9) | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | |  |  | befürwortet. | | | | | | | | | | | | | | | | | | |
|  | nicht befürwortet. (Begründg. | | | | | | | | |  | | | | | | | | | |
|  |  | s. Rückseite bzw. Anlage). | | | | | | | | |  | | | | | | | | | |
|  |  | | | | | | | | | | Datum, Unterschrift | | | | | | | | |  |
| 13 | Beteiligte Personalverwaltende Dienststelle | | | | | | | | | | | | | | | | | | | | | | |  | Die in Zeile 13 ggf. genannte beteiligte pers.-verw. Dienststelle | | | | | | | | | | | | | | | | | | | |
|  |  | SMK | | | |  | | LaSuB B | | | |  | | LaSuB C | | | |  | LaSuB D | | | | |  |  | stimmt zu. | | | | | | | | |  | | | | | | | | | |
|  |  | LaSuB | | | |  | | LaSuB L | | | |  | | LaSuB R | | | |  | LaSuB Z | | | | |  |  | stimmt nicht zu. (Begründg. | | | | | | | | |  | | | | | | | | |  |
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