

Betriebsrat Wissenschaft - News

MUL IN BALANCE, VBV PENSION FUND, ZAT LEOBEN: YOUR PARTNER FOR INNOVATION AND ENTREPRENEURSHIP, MULAI, REDESIGN OF THE FORE-COURT OF THE MAIN BUILDING, NEW MUL LOGO, SENATE ELECTION 2025, IN A SPORTY WAY TO WORK?, EXPLANATIONS ON THE SALARY STATEMENT, GUIDLINES ON SECONDARY EMPLOYMENT, MULTI-FACTOR-AUTHENTICATION





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Editorial

Dear Colleagues,

the Works Council of the Scientific Staff (BRW) informs you about current issues at the Montanuniversität. At the end of March, the Rectorate published a guideline on secondary employment, some points of which were met with incomprehension. This guideline was revised at the beginning of April. We provide an insight into this. The University of Leoben will soon be given a new "branding". Our university's image, which is aimed towards student recruitment, will manifest itself in a new logo, which must be used from the end of April. In the international public image, MUL will become TUL. The parking spaces in front of the main entrance to the main building will become a kind of "meeting area".

This issue contains reports by Monika Gaiswinkler, Nick Aust and Angelika Hierzer-Königsberger.

Happy Easter and happy holidays!
Yours, Eva Wegerer

Dear Colleagues!

In this edition, we present the BVAEB's health promotion and preventive health care offerings. University employees face specific challenges, whether due to the demands of research, teaching, or administration. Therefore, it is essential to actively take care of their health. Take advantage of these opportunities to increase your performance and well-being. In a subsequent article, we will inform you about the introduction of MUL.AI at the Montanuniversität. The AI assistant is designed for academic settings and takes data protection aspects into account. You will also find detailed information on the components of your salary statement.

I hope this issue provides you with useful and interesting insights and wish you a nice and relaxing Easter season.

Yours, Monika Gaiswinkler



MUL in BALANCE

Corporate health promotion at the Montanuniversität

The kick-off event for Corporate Health Promotion took place on March 13, 2025, and the Rectorate signed a cooperation agreement with the BVAEB. The BVAEB offers a modular program of measures focusing on the following areas:

- Exercise
- Nutrition
- Mental health

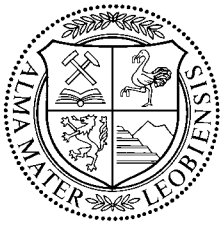
In addition to the BVAEB's portfolio of services, the USI at MUL offers a comprehensive sports program and measures such as the „Active Lunch Break“

- Vaccinations and the Health Street.

Sustainable lifestyle optimization

The BVAEB's Resilienzpark Sitzenberg health center specializes in sustainable lifestyle optimization. The

program is aimed at employed, active insured individuals. A stay lasts a total of three weeks. Unlike other stays, the stay at the Resilienzpark Sitzenberg health center is divided into a two-week base stay and a follow-up week. The time between these two stays is approximately three months and primarily serves to transfer new behaviors into everyday life. After a thorough diagnostic assessment, the team will work with you to develop a plan to achieve your health goals. The core components are nutrition, exercise, mental health, health literacy, and social skills. Approval of a treatment application is required for a stay at the health center. A relevant diagnosis is not mandatory; the note „health promotion“ or „lifestyle optimization“ is sufficient. After being signed by your family doctor, specialist or occupational physician, the approval can be granted by the



responsible social insurance institution. Once approved, the arrival date will be arranged directly with the health center staff.

Free from nicotine

The BVAEB offers various measures related to nicotine cessation. These range from consultations to inpatient treatment at a healthcare facility for nicotine addiction treatment.

„Healthy informed“ – Counseling on smoking and nicotine consumption

During a telephone or online consultation, you can discuss all questions about nicotine consumption with an expert. Strategies for quitting smoking can be developed, and information about support services can be obtained. The consultation lasts up to 40 minutes.

Registration is via:

Phone: +49 50405-21898

Email: graz.praevention@bvaeb.at

Nicotine-free in 5 weeks – online course

Participation in the online smoking cessation program takes place in five group sessions of 90 minutes each, led by a specialist. Sessions take place weekly. The registration form can be accessed via the following link:

[Request prevention counseling](#)

Follow-up support via the smoke-free hotline:

[Smoke free hotline](#)

Regional Smoke-Free Programs

All BVAEB policyholders can participate in the regional smoking cessation programs offered by the ÖGK.

[Smoke Free Styria](#)

„Smoke-Free in 20 Days“ – Josefhof Health Facility

For people with severe nicotine addiction or health problems already caused by smoking, the Josefhof Health Facility of the BVAEB offers a 20-day nicotine cessation program.

Participation is required for severe addiction (Fagerström test score 5 or higher) with a condition associated with nicotine consumption.

Group therapy sessions develop strategies and alternatives for long-term nicotine freedom and lifestyle changes in line with health-promoting behaviors.

The program can be applied for via a health resort application through your family doctor/specialist.

Easy through life

This is a free, outpatient program for people with overweight or obesity and lasts a total of 18 months. It includes a basic module (6 months) to impart knowledge and skills for lifestyle change, as well as a pro module (12 months) to consolidate what has been learned in everyday life.

The program supports long-term weight loss and accompanies participants on their path to a healthy lifestyle. At the same time, the risk of subsequent illnesses is reduced.

A medical examination is required prior to participation. Diabetes mellitus is an exclusion criterion. The program is offered primarily online and in Styria at the BVAEB location in Graz.

Inquiries can be submitted using the following form: Inquiry [„Leicht durchs Leben“](#)

Health and work (GuB)

The GuB health checkup stands for „Health and Occupation“ and was developed by the BVAEB for actively employed insured persons. The screening focuses on specific workplace stressors and can be performed as a supplement to preventive medical checkups.

The GuB is conducted throughout Austria at WELLCON GmbH's occupational health centers – in Styria, at the Graz location. The goal of the checkup is to identify potential health risks associated with occupational activities and to develop strategies for maintaining and promoting health.

Registration can be completed in the following ways: On the BVAEB online service platform (access via ID-Austria): www.meinebvaeb.at

Via Wellcon GmbH's online registration form:

[Wellcon GuB Anmeldung](#)

By phone: 050405-21880; Monday – Thursday from 8:00 a.m. to 3:00 p.m. and Friday from 8:00 a.m. to 1:00 p.m.

Prevention Counseling

In personalized, tailored consultations, you will receive support from experts on the topics of musculoskeletal system, mental health, and nutrition. Coping strategies for symptoms and illnesses will be demonstrated.

Individual consultations last up to 50 minutes and are not a substitute for therapy. These consultations take place in-person at selected BVAEB locations, by phone, or online via video call. Registration in Styria is via:

Phone: 050405-21898

Email: graz.praevention@bvaeb.at

Promoting and maintaining good health is a key prerequisite for long-term performance and well-being in the demanding university environment.

In addition to the employer's responsibility to implement workplace health promotion measures and the provider's responsibility to provide appropriate preventative and therapeutic options, it is ultimately up to each individual employee to contribute to their personal health and take advantage of the opportunities available.

VBV Pension Fund

The expansion of company pension plans is becoming increasingly important due to the shift in population structure. By 2050, only half of the population will be of working age. A company pension represents an additional source of income that improves financial security in old age and is therefore an important social benefit provided by a company. One of the most common forms of company pension is the pension fund.

At the Montanuniversität, the works agreement for a defined contribution pension fund model (2013) forms the basis for occupational pension provision. According to the agreement, the employer pays regular contributions to the VBV pension fund for all employees who have been continuously employed by the university for more than 24 months.

Employer contributions amount to 10% of gross salary for university professors and 3% for employees. Benefits available to eligible beneficiaries include an old-age pension, occupational disability or invalidity pension, and widow's and orphan's pensions for surviving dependents.

The capital is invested and managed by the pension fund. VBV is the market-leading pension fund in Austria and generates returns of approximately 5% annually.

The assets managed by the pension fund are tax-exempt. The pension can be increased with personal contributions (up to € 1,000 annually), which are tax-deductible. These personal contributions are not processed through payroll.

You will receive annual information from VBV about your contribution development.

You can also use the online service for this purpose.

[Meine VBV](#)

Further information can be found at:

[VBV Pensionskasse](#)





Your partner for innovation and entrepreneurship



Dipl.-Ing. Angelika Hierzer-Königsberger, project manager Green Startup Center Leoben

The Center for Applied Technology Leoben (ZAT) is your gateway to innovation, entrepreneurship, and shaping the technological future. We create an inspiring environment for visionary minds—for everyone who wants to change the world with science, creativity, and entrepreneurial spirit.

Whether you're just beginning your entrepreneurial idea or already building a startup, we offer the right programs and events to further your education, build valuable contacts, and connect with like-minded people. Our goal is to create optimal conditions for founders and provide them with the best possible support on their journey.

Our programs at a glance

- **Teenpreneurs:**

This program is aimed at students aged 14 and over and offers special workshops and support for the first steps in entrepreneurship.

- **Ecopreneurs:**

For people with an environmentally friendly approach, we offer support in developing and implementing sustainable business ideas.

- **Green PreSeed:**

In the pre-startup phase, we help you to concretise your vision and provide resources and expertise for the first step toward starting your business.

- **Seed:**

Ready to pitch your business idea? We offer comprehensive support during implementation, helping you find the right financing and connect with the right people.

Our Spring Highlights

MUL:idea – The Idea Factory of the Montanuniversität Leoben

With MUL:idea, the Montanuniversität Leoben offers a competition for creative minds who want to develop their ideas further.

This competition brings together students and researchers to develop innovative solutions to current challenges.

A perfect opportunity to take your first steps into the world of entrepreneurship!

Startup Night Business Queens – A Stage for Female Founders

A special highlight in the event calendar is the Startup Night Business Queens – an event series specifically for female founders and those who aspire to become founders.

Here you can present your business idea to a wide audience, learn from the experiences of other successful female entrepreneurs, and make valuable contacts for your entrepreneurial future.

Shaping the future together

Do you have an innovative idea waiting to be implemented? Or are you already working hard on your startup? ZAT Leoben will accompany you on this journey – with expertise, networks, and targeted support.

We believe in the power of collaboration and

knowledge sharing. Our network of experts, mentors, and founders is at your side to help you make your vision a reality.

Contact

- Center for Applied Technology
- Peter-Tunner-Straße 19, 8700 Leoben
- Phone: +43 664 839 65 11
- Email: office@zat-leoben.at

More information at zat-leoben.at

A promotional poster for the MUL:idea competition. It features a central image of a glowing lightbulb with colorful smoke (purple, blue, yellow) rising from it against a dark background with golden sparks. The text 'MUL:idea' is prominently displayed in white, with 'Der Ideenwettbewerb der Montanuniversität Leoben' below it. Logos for ZAT Leoben and Montan Universität Leoben are in the top corners. Contact information is in the bottom right.

ZAT Leoben
GRÜNDERZENTRUM

MONTAN
UNIVERSITÄT
LEOBEN

MUL:idea

Der Ideenwettbewerb der Montanuniversität Leoben

Infos und Anmeldung unter
www.zat-leoben.at/mulidea



MUL.AI

AI at the Montanuniversität

Academic AI

Academic AI is a project of ACOmarket GmbH, the central IT service broker and service provider for Austrian universities across the entire education and science sector in Austria. Twenty-three Austrian universities are participating in the Academic AI project.

The project enables the use of ChatGPT on a secure instance of Microsoft Azure. Entered data and uploaded documents do not leave the so-called Azure Secure Landing Zone.

The manufacturer of the AI used, OpenAI, does not use the data to train the public AI systems. These systems therefore remain within the academic environment. OpenAI does not process any personal data beyond this.

MUL.AI is the Montanuniversität's AI assistant on the Academic AI Cloud platform. The AI assistant is text-based, meaning it cannot generate images or videos. Input can be entered in various languages, with the output language being based on the input.

MUL.AI consists of three modules:

General ChatBot:

This is the main tool and is used to easily create text-based queries. Its functionality is similar to ChatGPT.

Document Analyzer:

This module allows you to upload documents for translation, proofreading, or summarization. Questions about the document content can also be asked and answered. Acceptable file formats are PDF, DOCX, XLSX, and PPTX with a maximum of 300 pages and a maximum of 50 MB.

AI Lab:

Enables the generation of responses according to specific rules (templates). Individual specifications for response schemes can be defined. For example, texts can be created for a specific target audience. Furthermore, the length and creativity of the response can be varied.

Terms of use

MUL employees have a monthly credit of € 20 for using MUL.AI. These costs are covered by the ICT. If the credit is used up in the current month, MUL.AI can only be used again in the following month.

The cost of a request depends on the length of the request and the response, with an amount of approximately € 0.01 being charged for text requests and up to € 0.20 for a large file upload.

The use of a new AI system at Montanuniversität generally requires contact with the ICT department. The need, feasibility, and legal basis for its use are then reviewed. Implementation can only begin after approval by the ICT department.

The system is currently in the testing phase. GoLive@MUL—the date at which the AI will be available—is scheduled for the end of April. Prior to this, there will be mandatory AI training for MUL employees at the end of April. An active MUL account is required to access MUL.AI.

AI Act of the European Union

The European Union's AI Regulation (2024) is a comprehensive legal framework governing the use of AI in the European Union. The regulation aims to ensure the safe and ethical use of AI while not hindering innovation.

It is the first legislative proposal worldwide to specifically address the legal aspects of AI and aims to create clear guidelines for the use of this technology.

This regulation has important implications, especially for universities that use AI in research and teaching. Here is an overview of the relevant points of the AI Regulation with regard to universities that use AI:

Universities must ensure that data protection regulations are complied with when using AI systems in their research or teaching, particularly with regard to the GDPR (General Data Protection Regulation).

When applying the software, it must be ensured that all measures are taken to protect the data of the data subjects. This includes minimizing data processing and ensuring that only necessary data is collected.

AI systems must be protected by appropriate security measures. This includes both technical measures (e.g., encryption and access controls) and organizational measures (e.g., training of personnel in the secure handling of data).

All stakeholders involved must be informed about the data protection aspects of AI applications so that they can exercise their rights in connection with data processing.



Sculpture – KI generated via Midjourney



Redesign of the forecourt of the main building

From April 14, 2025 until approx. May 5, 2025, the access area at the main entrance of the main building will be redesigned. The 16 parking spaces in front of the main building will be completely removed.

The currently asphalted area from the bus stop at the main entrance to the main building to the entrance barrier to the inner courtyard will be partially paved. After this redesign, there will be 3 trees and 2 park benches in place of the 16 parking spaces, inviting you to linger (with a view of the "Hubi" snack bar and Franz Josef-Strasse).

During the construction work, the bus stop in front of the main building will be relocated to Franz Josef-Straße 14.



New MUL-Logo

The goal of Marketing & Communication is to increase the number of potential students at MUL through a new image. The advertising agency Springer & Jacoby was commissioned to create a new corporate identity for the Montanuniversität. The result is a new logo, a new claim and a new English name. This new corporate design by Springer & Jacoby, must be implemented by all MUL employees starting by the end of April.

The „Marketing Information Day“ will take place on April 29th from 2:00 p.m. to 5:00 p.m., where the new logo and corporate design will be presented to all MUL employees.

As a preliminary introduction to the name of the MUL (so you can register correctly for conferences, etc.):

GERMAN

Long name: **Montanuniversität Leoben**

Short name 1: **MU Leoben**

Short name 2: **MUL**

ENGLISH

Long name: **Technical University of Leoben**

Short name 1: **TU Leoben**

Short name 2: **TUL**

Senate election 2025

The Senate elections, for the term of office from October 1, 2025, to September 30, 2028 (9th term of office) will take place on Wednesday, May 21, 2025. Thirteen representatives of university professors, six representatives of mid-level academic staff, six student representatives, and one representative of general staff will be elected.

Eligible voters may inspect the approved nominations in the Rectorate's office every working day

starting May 14, 2025. Depending on the employment category, two different locations and times have been set for voting:

- University professors and heads of organizational units with research and teaching responsibilities: from 10 a.m. to 1 p.m. in the meeting room of the Rectorate (Sitzungszimmer der Universitätsleitung, main building).
- Mid-level academic staff: from 9 a.m. to 12 p.m. in the university auditorium (Aula).

In a sporty way to work. Well ...

Be careful when choosing your means of transport: the route between home and workplace is not always covered by insurance under the Accident Insurance Act. In addition to interrupting your route, the use of play and sports equipment as means of transport to your workplace can also invalidate accident insurance coverage.

The term „work-related accident“ includes not only accidents at work, but also accidents on the way to or from work or to work appointments. Social accident insurance is provided for approximately 4 million employees by the General Accident Insurance Institute (AUVA) on behalf of the legislature¹. In addition to preventive measures, the AUVA has been assigned responsibilities beyond statutory health insurance, including accident treatment, rehabilitation, and compensation.

We have already reported on limitations of accident insurance coverage related to interrupted travel or a typical hazards on the commute². However, most employees are unaware that unpleasant surprises can also occur with regard to insurance coverage when using modern means of transportation such as inline skates, skateboards, monowheels, or e-scooters.

Two cases illustrate why accidents involving modern means of transportation on the direct route to work are not generally considered commuting accidents, even though this route is covered by statutory accident insurance.

In both cases, employees fell off their vehicles (monowheels and e-scooters) while traveling directly to work without external interference, resulting in multiple traumatic injuries.

However, the victims' claims for accident insurance benefits were dismissed by the Supreme Court (OGH) in the final instance.³ In its decision, the Supreme Court stated that, while insurance coverage generally applies even when using „unusual“ means of



Ao.Univ.-Prof. Dipl.-Chem. Dr. Nicolai Aust

transport both, monowheels and e-scooters, due to their technical design {no (monowheels) or poorly developed brakes and stability, small wheels, narrow handlebar width}, do not allow a safe riding and do not meet the usual requirements of the Road Traffic Act (StVO).⁴

The legislature does not consider them to be a generally accepted or safe means of transport. Furthermore, the technical deficiencies associated with these means of transport and the resulting dangers do not represent typical hazards on the way to work.

The accidents were, especially since the drivers did not fall due to other road users misbehaviour, rather due to their own lack of skill. For this reason, there was no occupational accident, which is why the special benefits of statutory accident insurance [...] could not be granted.⁵

1 [AUVA – Accident insurance for employees](#)

2 [brw News, December 2018, S.: 8](#)

3 OGH 19.01.2021, 10 Ob S 150/20m and OGH 08.10.2024, 10 Ob S 55/24x

4 GÖD – Der öffentliche Dienst aktuell, 5, 36-37 (2021)

5 GÖD – Der öffentliche Dienst aktuell, 1, 36-37 (2025)



Explanations on the salary statement in the SAP portal of MU-online

The following explains the most important elements of a salary statement for academic collective agreement staff in detail to provide a better understanding of the meaning of each piece of information. You can find your salary statements in the SAP portal of the MUonline business card under Employee Self-Service (ESS) > Gehaltsnachweis.

Information collective agreement

Schema: Applied collective agreement

Dienstkl.: Usage group

Stufe: Pay grade

NG-Wert: Plays no role for collective agreement employees

Besch.Grd.: Extent of employment

Gross salaries

Grundvergütung: Gross salary according to collective agreement

SB KFZ Abstellplatz: Non-cash benefit car parking space

SZ 1. Quartal bis 4. Quartal: in the special payment months of March, June, September and November

KE 100%: The basic salary component is the employee's 100% sick pay in the event of illness. It is part of the current salary and is precisely divided between sick pay and basic salary

Kinderzulage: Employer subsidy for childcare up to the age of 3, currently limited to 31.12.2025 with full insurance.

Geburtenzuschuss: Employer subsidy (one-off, per birth) for a child by full insurance.

Deductions (2025)

The employee pays the following social security contributions to the BVAEB:

- **Health insurance (KV)** 4,10%
- **Unemployment insurance** (graduation see unemployment insurance contribution)
- **Pension insurance contribution(PV)** 10,25%
- **Housing subsidies (WFB)** 0,5%
- **Kammerumlage (KU)** 0,5%

These contributions to social security are shown on the pay slip, divided into the categories KV/SV/WFB ongoing, PV ongoing and KU ongoing.

In summary, the total social security contributions for the employee are as follows:

- up to € 2.074,- 15,35 %
- over € 2.074,- up to € 2.262,- 16,35 %
- over € 2.262,- up to € 2.451,- 17,35 %
- over € 2.451,- 18,30 %

The unemployment insurance contribution rate for 2025 will be staggered as follows:

- up to € 2074,- 0 %
- over € 2.074,- up to € 2.262,- 1 %
- over € 2.262,- up to € 2.451,- 2 %
- over € 2.451,- 2,95 %

Payroll tax

Tax according to tariff: The tax on current income is paid to the tax office and is staggered according to the amount of income.

Tariff levels of annual income in euros:

- 13.308 and under 0%
- over 13.308 up to 21.617 20%
- over 21.617 up to 35.836 30%
- over 35.836 up to 69.166 40%
- over 69.166 up to 103.072 48%
- over 103.072 up to 1.000.000 50%
- over 1.000.000 55%

Taxation of other benefits

These include, for example, vacation pay, Christmas bonuses, audit compensation, performance bonuses, and anniversary bonuses. If other remuneration in a calendar year exceeds the tax-free allowance of € 620 after deduction of social security contributions, it is subject to tax at a fixed rate, provided that the annual sixth is not exceeded.

This tax rate is:

- For the first € 620,-- 0%
- For the next € 24.380,-- 6%
- For the next € 25.000,-- 27%
- For the next € 33.333,-- 35,75%

The employer must pay the social security contributions and income tax to the social security office or the tax office on behalf of the employee.

Irrespective of this, the employee may conclude or claim the following:

Conversion of benefits within the framework of tax-free future security pursuant to Section 3 (1) Z15 lit. a of the Income Tax Act: Employees can voluntarily opt in to this state-supported pension plan.

Gew. öffentl. Dienst: Union contribution for the Public Service Union

SB KFZ Abstellplatz: The employer is required to charge a non-cash benefit of € 14.53 for the parking permit. The employee only pays social security and income tax on this amount.

All.V.abs.: Single-earner tax credit. Available to single earners, it currently amounts to € 601 per year for one child and € 813 per year for two children. The completed E30 form should be sent to the payroll department.

Familienbonus Plus: This is a tax deduction that can be claimed by recipients of family allowance. For each child up to the age of 18, there is currently a maximum annual amount of €2,000. The completed E 30 form should be sent to the payroll department along with the current family allowance statement.

FB § 63: The tax allowance certificate can be applied for at the tax office and contains certain business expenses, special expenses or extraordinary burdens that the employer can already take into account in the current payroll calculation.

What does your employer pay for you?

The company pension fund

The employer must pay 1.53% of the employee's monthly social security-related salary, including any special payments, if the employment relationship lasts longer than one month.

The Montanuniversität makes contributions to the APK pension fund.

The VBV Pension Fund

After a two-year waiting period, the employer pays contributions to the VBV pension fund (see article in this issue).

Tax benefits

Pendlerpauschale: Serves as a lump sum reimbursement for daily commuter travel costs between home and work. Eligibility is based on the distance and the number of trips per month.

Pendlereuro: If you are entitled to a commuter allowance, you are also entitled to a commuter euro. This is calculated by multiplying the one-way distance between your home and your workplace by 2.

The commuter allowance and commuter euro are taken into account monthly in the payroll (reduction in wage tax) after notification to the Human Resources office.

In conjunction with the commuter allowance, the Montanuniversität grants a travel allowance (§ 61 UNI-KV), which is paid out monthly together with the salary.



SAP NetWeaver

Benutzer *

Kennwort *

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Guidelines on secondary employment

On April 10, 2025, the Rectorate published a new policy on secondary employment in the university's newsletter, replacing the one from March 27, 2025. The original version of the policy stated that association activities were subject to registration. However, according to legal advice from the union and the Chamber of Labor, this is not legally compliant.

The following extracts from the directive on secondary employment and highlights key aspects.

Which secondary employments must be reported?

- All gainful professional activities (income tax assessment limit of at least € 730) outside of the university's business operations (self-employed, employed, regular, long-term, and non-recurring activities).
- Activities in the management, executive board, supervisory board, or administrative board of a profit-oriented legal entity, regardless of whether these activities are carried out for profit or not.
- All teaching assignments at other universities and educational institutions must also be reported.

To what extent are dependent and self-employed activities permitted?

For full-time employees: a maximum of 8 hours per week. Working time limits may not be exceeded (Section 110 of the Universities Act (UG) and Sections 31 and 34 of the University Collective Bargaining Agreement).

Secondary employment may only be undertaken outside of working hours at the Montanuniversität Leoben.

What information must be provided about the secondary employment or any changes to it?

Type, scope, extent, location, and any connection with the MUL. Any significant change to the reported secondary employment or if it is no longer carried out must be reported.

Which secondary employments are prohibited?

If the following factors are present:

Clashes in timing with official duties at the MUL, impairment of workload, work intensity (impairment of performance), risk of error due to multiple workloads, limited ability to work, bias, competition, conflicts of interest

If the secondary employment is not reported or if an inadmissible secondary employment is continued, this can be a reason for termination or dismissal.

The MUL takes into account if a desired part-time job has a positive impact on the tasks of the Montanuniversität Leoben (e.g. in the area of knowledge transfer)

When and in what form must a notification of secondary employment be made?

At least one month before starting the intended secondary employment.

If secondary employment exists before starting work, this must be reported immediately or upon commencement of employment.

The notification is made using the following form:

Lotus Notes -> PADB personnel database

-> new notification

-> other requests and notifications

-> secondary employment notification

After "submission" via Lotus Notes, a PDF is generated which must be signed by the applicant and the direct superior and then sent to the HR office.

In principle, any type of secondary employment is possible within the intended scope.

The commencement of an intended secondary employment is not subject to the approval of Montanuniversität Leoben and can therefore be taken up after notification.

Multi-factor authentication

At the beginning of April, the ICT announced the activation of multi-factor authentication (MFA) as an important building block for increasing the security of IT systems. MFA means that, in addition to the password, a further factor is required to log into the IT systems. This is done by using the PrivacyIDEA application.

The application generates a unique code (software token) on the cell phone every 30 seconds, which must be entered in addition to the password for the login. As the codes are time-limited and change regularly, this method is considered more secure than the exclusive use of a static password. Google Authenticator and Microsoft Authenticator can also be used as an alternative to PrivacyIDEA.

The applications can be obtained from the App Store. The use of MFA is currently optional, but will be mandatory in the future.

MFA can be set up for the MUL systems by scanning a QR code.

Login via <https://mfa.unileoben.ac.at/> with MUonline user name and password.

Detailed information on setting up:

<https://ict.unileoben.ac.at/allgemeines/sicherheit/mfa-multifaktor-authentifizierung>

You can already log in with the MFA for the following systems:

- MuOnline
- asana
- confluence
- git
- Pure
- survey

The ICT and Digitization service department is constantly converting other systems.



Happy Easter and joyful holidays from the BRW team!

Impressum: Publisher: Betriebsrat für das Wissenschaftliche Universitätspersonal der Montanuniversität Leoben, Franz-Josef-Straße 18, 8700 Leoben
Editing and layout: Eva Wegerer, Nicolai Aust, Monika Gaiswinkler
Picture credits: Marketing & Communication MUL: Cover; Günter Hoffellner: 1; Martin Meieregger 2; Angelika Hierzer-Königsberger 5; ZAT Leoben 6; KI Midjourney 8; Eva Wegerer 9; Martina Stöbbauer 10, Pixabay 14

