



Family and Medical Leaves

WHAT IS THIS POLICY FOR?

The purpose of this Policy to allow employees unpaid time off to care for a child, attend to serious illnesses affecting the associate or their family and attend to exigencies related to the military service of certain family members, in compliance with the Family and Medical Leave Act of 1993.

WHO IS THIS POLICY FOR?

This policy applies to all Belden associates, subsidiaries and affiliates in all business platforms in the United States.

Overview

Under the Federal Family and Medical Leave Act (“FMLA”), you may be eligible for a period of leave if you meet the criteria set forth in the FMLA. This Policy provides an overview of that law as well as the Company’s own policies regarding FMLA leave.

Eligibility

Eligible employees are entitled to take up to a combined total of 12 weeks of unpaid, job-protected leave in a 12-month period for certain family and medical reasons, as well as for certain qualifying exigencies related to the military service of certain family members. In addition, up to twenty-six (26) weeks of unpaid, job-protected leave in a single 12-month period may be available in certain circumstances related to the care of covered servicemembers. An employee taking leave to care for a covered servicemember is limited to a total of 26 weeks of leave for any combination of reasons in a single 12-month period.

Employees who have been employed by Belden (“Company”) for a total of at least 12 months (not necessarily consecutive), who have worked at least 1,250 hours during the previous 12 months, and who are employed at a worksite where 50 or more employees are employed by the Company within 75 miles of that worksite are eligible for FMLA leave. Eligibility will be determined as of the date the leave commences. The **total** amount of FMLA leave an eligible employee is entitled to take for any of the purposes set forth in this Policy, or any combination of purposes, is 12 weeks during any rolling 12-month period measured backward from the date the employee uses FMLA leave, unless the leave is to care for a servicemember, in which case, the



total amount available is twenty-six (26) weeks during the 12-month period measured forward from the date an employee's first FMLA leave to care for the covered servicemember begins.

In situations where both spouses are employed by the Company, the Company has the right to limit their total combined amount of leave to twelve (12) weeks when the leave is due to the birth or adoption of a child or care of a child after birth or adoption or to care for a parent who has a serious health condition, or to twenty-six (26) weeks when the leave is to care for a covered servicemember.

An employee who is not eligible for FMLA leave may request leave for any purpose covered by the Policy. Such employees are not entitled to FMLA leave, and Belden will consider such requests on a case-by-case basis and make a decision based on business considerations and the individual circumstances.

Requests for Leaves of Absence

An employee desiring an FMLA leave shall make written application to Human Resources on the prescribed form available from Human Resources, unless this is impossible due to an emergency. Employees, generally, are expected to give at least 30 days' advance notice of intent to take a foreseeable FMLA leave, such as in the case of a planned medical procedure or treatment or the birth or placement of a child. Where 30 days advance notice is not possible, the employee must give as much notice as is practicable. Usually, it will be practicable to notify the Company on the same day or the next business day after becoming aware of a need for leave. An employee who fails to give 30 days' advance notice of foreseeable FMLA leave may be denied leave until 30 days after the date the employee provides the required notice.

If the need for a leave (including leave taken due to a qualifying exigency, as defined below) is not foreseeable, the employee generally is expected to give notice to the Company as soon as practicable. Employees must comply with the Company's absence-reporting procedures unless unusual circumstances exist that do not allow the employee to use those procedures. An employee who fails to provide adequate notice of an unforeseeable leave may be denied such leave. In addition, any employee who fails to comply with the Company's absence-reporting procedures may be subject to appropriate disciplinary action, up to and including termination of employment.

Subject to the health care provider's approval, employees who request leave for a planned medical procedure or treatment must make a reasonable effort to schedule the procedure or treatment so as not to disrupt the operations of the Company.

If the employee seeks leave due to an FMLA-qualifying reason for which the Company has previously provided FMLA-protected leave (such as when the employee has an approved certification for intermittent leave), the employee must specifically reference the qualifying reason for leave or the need for FMLA leave when reporting the absence.



Types of Leave

Family Leave: An eligible employee will be granted unpaid FMLA leave for the birth of a child of the employee or the placement of a child with the employee for adoption or foster care and then to care for the child. Family leave must be concluded no later than 12 months after the birth or placement of the child with the employee.

Medical Leave – Serious Health Condition of Employee or Family Member: An eligible employee will be granted unpaid FMLA leave for: (1) the employee’s own “serious health condition” (see definition below) that makes the employee unable to perform the functions of his or her job, or (2) the serious health condition of the employee’s spouse, child, or parent (this does not include parents-in-law).

The phrase “serious health condition” means an illness, injury, impairment, or physical or mental condition that involves:

- (a) any in-patient care (*i.e.*, an overnight stay) in a hospital, hospice, or other residential medical care facility (including any period of incapacity or any subsequent treatment in connection with the in-patient care);
- (b) any period of incapacity of *more* than 3 full, consecutive calendar days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves: (i) treatment two (2) or more times within the first 30 days of the first day of incapacity by a health care provider, by a nurse under the direct supervision of a health care provider, or by a provider of health care services under orders of, or on referral by, a health care provider (with the first treatment occurring within the first seven (7) days of incapacity), or (ii) treatment by a health care provider on at least one occasion within the first seven (7) days of the incapacity which results in a regimen of continuing treatment under the supervision of a health care provider;
- (c) any period of incapacity due to pregnancy or for prenatal care;
- (d) any period of incapacity or treatment for such incapacity due to a chronic serious health condition;
- (e) any period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective, if the employee (or family member) is under the continuing supervision of (but not necessarily receiving active treatment by) a health care provider; or
- (f) any period of absence to receive multiple treatments by a health care provider or by a provider of health care services under orders of, or on referral by, a health care provider, either for restorative surgery after an accident or other injury, or for a condition

that likely will result in a period of incapacity of more than 3 consecutive calendar days in the absence of medical intervention or treatment.

“Incapacity” means the inability to work, attend school, or perform other regular daily activities due to the serious health condition, treatment therefore, or recovery.

A “chronic condition” requires at least two (2) visits per year for treatment by a health care provider or by a nurse under the direct supervision of a health care provider.

“Serious health condition” includes any condition which gives rise to an absence from work that is covered by the Company-provided disability programs (for either occupational or non-occupational disabilities or diseases), provided such absence also satisfies (a), (b), (c), (d), (e), or (f) above.

Service Member Caregiver Leave – Serious Injury or Illness of Family Member in the Military: An eligible employee who is the spouse, son, daughter, parent, or nearest blood relative ("next of kin") of a "covered servicemember" will be granted leave, not to exceed a total of 26 weeks during a single 12-month period, to care for the covered servicemember. During the 12-month period, an eligible employee is entitled to 26 weeks of leave for any combination of leaves under this Policy. However, employees still may not take more than 12 weeks of leave for reasons other than servicemember caregiver leave during the 12-month period used for calculating those leaves.

(a) "Covered servicemember" means:

- (1) a current member of the Armed Forces, including a member of the National Guard or Reserves, who is: (a) undergoing medical treatment, recuperation, or therapy; (b) is otherwise in "outpatient status" (see definition below); or (c) is otherwise on the temporary disability retired list, for a "serious injury or illness" (see definition below); or
- (2) a “veteran” (see definition below) who is undergoing medical treatment, recuperation, or therapy, for a serious injury or illness and who was a member of the Armed Forces (including a member of the National Guard or Reserves) at any time during the period of 5 years preceding the date on which the veteran undergoes that medical treatment, recuperation, or therapy (excluding the period between October 28, 2009 and March 8, 2013).

(b) "Outpatient status" means that a covered servicemember is assigned to:

- (1) a military medical treatment facility as an outpatient; or



- (2) a unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatients.
- (c) "Veteran" means a person who served in the active military, naval, or air service and who was released or discharged under conditions that were not dishonorable.
- (d) "Serious injury or illness" means:
- (1) in the case of a member of the Armed Forces (including a member of the National Guard or Reserves), an injury or illness incurred by the covered servicemember in the line of duty while on active duty (or that existed before the beginning of the servicemember's active duty and was aggravated by service in line of duty on active duty in the Armed Forces) that may render the covered servicemember medically unfit to perform the duties of his or her office, grade, rank, or rating; and
- (2) in the case of a veteran, an injury or illness that was incurred or aggravated by the member in the line of duty on active duty in the Armed Forces and manifested itself before or after the member became a veteran, and is:
- (i) a continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed Forces and rendered the servicemember unable to perform the duties of the servicemember's office, grade, rank, or rating;
- (ii) a physical or mental condition for which the covered veteran has received a VA Service Related Disability Rating (VASRD) of 50 percent or greater and such VASRD rating is based, in whole or in part, on the condition precipitating the need for servicemember caregiver leave;
- (iii) a physical or mental condition that substantially impairs the veteran's ability to secure or follow a substantially gainful occupation by reason of a disability or disabilities related to military service or would do so absent treatment; or
- (iv) an injury, including a psychological injury, on the basis of which the covered veteran has been enrolled in the Department of Veterans Affairs Program of Comprehensive Assistance for Family Caregivers.
- (e) The single 12-month period for purposes of this form of leave only, begins on the first day an eligible employee takes FMLA leave to care for a covered servicemember and ends exactly 12 months after that date. If an eligible employee does not exhaust his or her 26 weeks of leave entitlement during the single 12-month period, any remaining portion of the original



leave entitlement will be lost. In the event an eligible employee needs additional leave to care for a different covered servicemember (or the same servicemember with a subsequent serious injury or illness), he or she will have another single 12-month period during which he or she can use 26 weeks of leave. Note, however, that all eligible employees are limited to 26 weeks of leave in each single 12-month period for any combination of caregiver leaves or other leaves under this Policy.

If an employee takes this form of leave, any leave taken under any other applicable state military leave law will run concurrently with the above leave, to the extent allowed by such law.

Qualifying Exigency Leave

An eligible employee who is the spouse, son, daughter, or parent of a "military member" (defined below) will be granted FMLA leave on account of the qualifying exigencies defined below. Unless otherwise stated, leave for these reasons may only be taken when the military member has been called to covered active duty or is on covered active duty.

1. **Short notice deployment** - If a military member is given less than seven (7) days notice of deployment to covered active duty, an eligible employee may take FMLA leave within the seven (7) days after the notice to address any issue that arises from such notice.
2. **Military events and related activities** - An eligible employee may take FMLA leave to attend any official ceremony, program, or event sponsored by the military member's military entity, or to attend family support or assistance programs and informational briefings sponsored or promoted by the military member's military entity or the American Red Cross.
3. **Childcare and school activities** - An eligible employee may take FMLA leave in order to arrange for alternative childcare for a military member's child's existing childcare arrangement; to provide childcare on an urgent, immediate need basis arising from a military member's covered active duty or call to covered active duty status; to enroll or transfer a military member's child into a new school; or to attend meetings at a military member's child's school or daycare facility that are required due to a military member's call to covered active duty or covered active duty.
4. **Parental Care.** An eligible employee may take FMLA leave to care for a military member's parent who is incapable of self-care when the care is necessitated by the member's covered active duty. Such care may include arranging for alternative care, providing care on an immediate need basis, admitting or transferring the parent to a care facility, or attending meetings with staff at a care facility.
5. **Financial and legal arrangements** - An eligible employee may take FMLA leave in order to make or update financial or legal arrangements associated with a military



member's absence or call to covered active duty status, or to act as a military member's representative during covered active duty or within 90 days after covered active duty before a federal, state, or local agency for purposes of obtaining, arranging, or appealing military service benefits.

6. **Counseling** - An eligible employee may take FMLA leave in order to attend counseling for the employee, the military member or the military member's child provided that the need for counseling arises from the military member's covered active duty or call to covered active duty status.
7. **Rest and recuperation** - An eligible employee may take up to fifteen (15) days of leave for each instance that he or she desires to spend time with a military member who is on short-term, temporary, rest and recuperation leave during the period of deployment for covered active duty.
8. **Post-deployment activities** - An eligible employee may take FMLA leave to attend any official ceremony or program sponsored by the military for a period of ninety (90) days following the termination of a military member's covered active duty status, or to address issues arising from a military member's death while on covered active duty status.
9. **Additional activities** - An eligible employee may take FMLA leave in order to address any other issue arising out of a military member's covered active duty or call to covered active duty status, provided that the employer and employee mutually agree to both the timing and duration of such leave.

"Military member" means an employee's spouse, son, daughter, or parent on covered active duty or call to covered active duty status (or who has been notified of an impending call to covered active duty). "Covered active duty or call to covered active duty status" means (1) for members of the regular Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country; and (2) for members of the reserve components of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country under a call or order to active duty in support of a contingency operation under certain statutes that authorize ordering certain retired members of the Regular Armed Forces and Reserve to active duty, ordering certain reserve component members to active duty, and calling the National Guard into federal service.

If an employee takes this form of leave, any leave taken under the Indiana Military Family Leave Act or other applicable state military family leave law will run concurrently with the above leave.

Certification Requirements

Original, completed certifications or recertifications (as applicable) must be provided to the Company within 15 days following the Company's request for the certification or



recertification. If the certification or recertification is not provided as set forth above, leave may be denied or discontinued until it is provided.

Medical Leave: An employee's request for leave due to a serious health condition (either the employee's own or that of a family member) must be supported by a timely certification issued by a health care provider. A form for this certification can be obtained from Human Resources. Recertification generally may be required periodically, depending on the circumstances. The Company may elect to obtain a second, and in some circumstances, a third, opinion of the existence of a serious health condition.

If the employee's own serious health condition is covered under a Company-provided disability plan or worker's compensation, forms completed for such benefits may be sufficient to certify an FMLA leave.

Servicemember Caregiver Leave: An employee's request for servicemember caregiver leave must be supported by a timely certification issued by an authorized health care provider. A form for this certification can be obtained from Human Resources. The employee requesting servicemember caregiver leave must timely complete the portions of the certification form asking for information about the leave to be taken. The Company may elect to obtain a second, and in some circumstances, a third, opinion of the existence of a serious illness or injury if the health care provider completing the certification is not affiliated with DOD, VA, or TRICARE.

In lieu of the certification form described above, the Company will accept as sufficient certification "invitational travel orders" ("ITOs") or "invitational travel authorizations" ("ITAs") issued to any family member to join an injured or ill servicemember at his or her bedside. The Company will accept an ITO or ITA as sufficient certification for an employee otherwise entitled to take FMLA leave to care for a covered servicemember even if the employee is not named in the ITO or ITA. If the employee will require leave beyond the expiration date specified in the ITO or ITA, the employee will be required to submit a completed certification form, as described above. The employee may also provide documentation of the servicemember's enrollment in the VA Program of Comprehensive Assistance for Family Caregivers in lieu of the certification. If enrollment documentation is submitted, the Company may require the employee to provide additional information, such as confirmation of the familial relationship to the enrolled servicemember or documentation of the veteran's discharge date and status.

Qualifying Exigency Leave: An employee's request for qualifying exigency leave must be supported by a timely certification and supporting documentation. A form for this certification can be obtained from Human Resources.

Intermittent or Reduced Schedule Leaves of Absence

Intermittent or reduced schedule leave may be taken either as part of an eligible employee's leave for a qualifying exigency, or for a serious health condition (either the employee's own or that of a family member) or to care for a covered servicemember, if such leave is certified as medically necessary by a treating health care provider. Leave taken following the birth or



placement of a child or for the care of a child following birth or placement and not for a serious health condition generally cannot be taken intermittently or on a reduced leave schedule unless specifically requested and approved by the Company. Such requests will be considered on a case-by-case basis, taking into consideration the employee's position and the current business needs of the Company. However, intermittent or reduced schedule leave may be taken if certified as medically necessary if the mother has a serious health condition in connection with the birth of her child or if the child has a serious health condition. Employees seeking intermittent or reduced schedule leave for a serious health condition or to care for a covered servicemember must submit a medical certification issued by a health care provider. The Company may elect to obtain a second, and in some circumstances, a third, opinion of the medical necessity for intermittent or reduced schedule leave for a serious health condition (either the employee's own or that of a family member).

An employee requesting a foreseeable intermittent or reduced schedule leave must attempt to schedule the leave so as not to disrupt the operations of the Company, and, if the employee requires foreseeable intermittent leave, the Company may require the employee to transfer temporarily to an available alternative position with equivalent pay and benefits for which the employee is qualified and which better accommodates the employee's leave.

Using Paid Time for Leaves of Absence

Employees are required to substitute up to one-half (½) of any unused vacation, sick time, or floating holidays for any part of an otherwise unpaid FMLA leave. All of the paid leave time substituted will be counted against an eligible employee's FMLA entitlement. Furthermore, if the FMLA leave is being taken for the employee's own serious health condition and that serious health condition also entitles the employee to leave under a Company-provided disability program or other medical leave policy or to a worker's compensation absence, these leaves will run concurrently.

If an employee substitutes paid leave for otherwise unpaid FMLA leave, he or she may be required to comply with the requirements for taking such leave under the Company's policies. Please refer to the Company's paid leave policies for those requirements.

Benefits during Leaves of Absence

Existing medical, dental, vision, and prescription drug benefit coverage ("Health Benefits"), if any, and certain other benefits, will remain in force during the employee's FMLA leave period as long as required contributions, if applicable, are made by the employee during this period according to the procedure set forth below.

While on an *unpaid* FMLA leave, an employee's required contribution for Health Benefits coverage must be submitted by the first of each month or as otherwise agreed to in writing between the Company and the employee. During any *paid* portion of an FMLA leave, an employee's contribution for Health Benefits and other benefit coverage will continue to be made



by payroll deduction or by whatever alternative method is normally utilized for making such contributions when the employee is on paid leave.

If an employee's contribution is not made within 30 days of the due date, all Health Benefits and other benefit coverage for which the employee is required to contribute can be terminated, provided the Company has given the employee 15 days advance written notice of the termination of coverage. Upon return from the FMLA leave, even if Health Benefits or other benefit coverage has lapsed, an employee will be reinstated to benefit coverages on the same terms as prior to taking the leave, without any qualifying period, physical examination, or pre-existing condition limitation. Any changes made by the Company to employee contributions for Health Benefits or other benefit coverage will apply to employees on FMLA leave.

If an employee fails to make required contributions for Health Benefits or other benefit coverage, and the Company elects to make such employee contributions on behalf of the employee to keep the coverage in effect during an FMLA leave period, the Company may recover the amount of such contributions made by the Company *for the employee* regardless of whether the employee returns from FMLA leave. This may be accomplished through payroll deductions, and the employee will be expected to authorize such deductions until all amounts are reimbursed to the Company.

If an employee fails to return to work after FMLA leave has been exhausted, the Company may recover *its share* of the contribution paid by the Company for maintaining the employee's Health Benefits coverage during any period of *unpaid* FMLA leave, provided the employee fails to return to work for a reason other than the continuation, recurrence, or onset of a serious health condition of the employee or the employee's family member or a serious injury or illness of a covered servicemember, or other circumstances beyond the employee's control. (Note that in the event of a serious health condition or serious injury or illness, the Company may require medical certification of such condition, which must be provided by the employee within 30 days of the request). An employee will not be considered to have returned to work unless the employee works for at least 30 calendar days.

After 12 weeks of leave (or twenty-six (26) weeks in certain circumstances), an employee may be eligible for continuation of health coverage at the employee's own expense under the federal law known as COBRA.

An employee will not receive pay for any holidays which occur during a full week of FMLA leave which is unpaid (either because no paid leave is substituted for the unpaid leave or because all paid leave has been exhausted). If the leave is less than a week, employees will be paid for any holidays which occur during the leave in accordance with the Company's policies related to holiday pay.



During any period of FMLA leave, employees will continue to be covered under any life and disability insurance programs of the Company at the same level and under the same conditions, including the payment of required premiums, for which coverage would have been provided if they had continued in employment continuously for the duration of such leave.

Restoration to Position

Generally, eligible employees returning from FMLA leave within 12 weeks (or twenty-six (26) weeks in certain circumstances) will be returned to the job position that they held when they went on leave, or they may be placed in an equivalent position with equivalent benefits, pay, and other terms and conditions of employment. Employees returning from unpaid FMLA leave will be restored to their position at the same seniority and benefit level as they had immediately before the unpaid leave began. Employees will not accrue benefits, such as paid time off, while on unpaid leave. Exceptions to such restoration will include, but not be limited to, changes in the work force such as reductions in force, layoffs or elimination of positions/departments such that there is no position to which the employee would be entitled if the employee had not taken the leave.

Return to Work

Employees on FMLA leave must inform the Human Resources Department periodically of their status and intent to return to work following the expiration of their approved FMLA leave. Employees returning from FMLA leave must be able to assume all of the essential functions of their jobs upon return, subject to compliance with all state and federal laws.

As a condition to restoring an employee whose leave was based on the employee's own serious health condition, the employee must provide, at the employee's cost, a fitness-for-duty certification from the employee's health care provider stating that the employee is able to resume work. The Company may also require the employee's health care provider to address the employee's ability to perform the essential functions of his or her job. If the Company will require this, it will provide the employee with a list of essential functions or a document containing that information and inform the employee of the requirement. A fitness-for-duty certification will not be required from employees returning from intermittent or reduced schedule leave unless reasonable safety concerns exist regarding the employee's ability to perform his or her duties, in which case the Company may request a fitness-for-duty certification once every thirty (30) days in connection with a leave.

Failure to Return from Leave of Absence

Unless required otherwise by law, an employee granted a leave of absence under these provisions who fails to return to work upon expiration of the leave granted shall be classified as "voluntarily terminated."

Any employee who, while on a leave of absence, accepts employment elsewhere in a manner that conflicts with the employee's need for a leave from the Company, will be terminated as of the last day worked. In addition, if an employee uses a leave of absence for any reason other than what has been requested, the employee will be terminated as of the last day worked.



Additional Information on Leaves of Absence

The Company will not discriminate or retaliate against employees as a result of or interfere with the approved use of FMLA leave or a proper request for such leave. Requests for FMLA leave will be considered without regard to race, color, citizenship status, national origin, ancestry, gender, age, religion, physical or mental disability, veteran status, or any other protected classification. Employees should report any conduct that they believe violates the policy to Human Resources or any member of management.

An employee who qualifies as a "key employee" may be denied restoration of employment after requesting FMLA leave. A "key employee" is an employee who is salaried and is "among the highest paid ten percent" of the work force. Upon requesting FMLA leave, an employee will be notified by the Company of his or her status as a "key employee" if there is any possibility that the Company may deny reinstatement after leave.

You may be eligible for leave under the laws of the state or locality where you work. These state and local laws have specific eligibility requirements that may differ from the eligibility requirements of the FMLA. Further, these laws may provide for types of leave or additional leave than what is provided under the FMLA. Where state or local family, medical or military leave laws offer an employee greater protections or benefits than those provided by this policy, the protections and benefits of those laws will apply. For more information regarding these laws, consult the Addendum Regarding State and Local Leave Laws at the end of this document, the bulletin boards in the facility where you work, and/or your local human resources representative. Subject to state or local law, if leave taken under a state or local law is for a reason also covered by the FMLA, the leaves will run concurrently and count against your available leave under the FMLA and the applicable state or local law.

ADDENDUM REGARDING STATE AND LOCAL LEAVE LAWS



An employee may also be eligible for leave under the laws of the state or locality in which the employee works. Each of these laws has specific eligibility requirements that may differ from the eligibility requirements of the FMLA. If you believe you may need the type of leave provided under the laws of your state or locality, you should check with your local human resources representative for information regarding eligibility requirements. If leave taken under a state or local law is for a reason also covered by the FMLA, the leaves will run concurrently and count against the employee's available leave under the FMLA and the applicable state or local law, except as otherwise noted.

ARKANSAS

Eligible employees (those not covered by the FMLA) may take up to 90 days leave to serve as an organ or bone marrow donor.

CALIFORNIA

The California Family Rights Act provides leave for eligible employees for: (1) birth of a child and for purposes of bonding; (2) placement of a child in the employee's family for adoption or foster care; (3) the serious health condition of the employee's child, parent, spouse or registered domestic partner; or (4) the employee's own serious health condition

California Paid Family Leave provides up to six weeks of partial pay to eligible employees who take time off to care for a seriously ill family member or to bond with a new child. To receive benefits, you must file a claim with the State online or by mail. Eligible employees in San Francisco who are receiving California Paid Family Leave benefits to bond with a new child may also be entitled to supplemental compensation such that they receive up to 100% of their normal weekly wages during 6 weeks of parental leave.

Eligible employees who are disabled due to pregnancy, childbirth, or a related medical condition may take up to 4 months of pregnancy disability leave for any period of actual disability caused by pregnancy, childbirth or related medical conditions. Please check the Company's California Pregnancy Disability Leave policy for more information.

Eligible employees in San Francisco may request flexible or predictable working arrangements to help them meet responsibilities to care for: a child; a spouse, domestic partner, parent, sibling, or grandchild with a serious health condition; or a parent 65 or older.

Eligible employees earn one hour of paid sick leave for every 30 hours worked (up to a maximum of 48 hours). Up to 48 hours of accrued, unused sick leave may carry over to the next year, however, employees may only use up to 24 hours of sick leave per year. Accrued time may be taken: for the employee or a family member, for preventive care; for diagnosis, care, or treatment of an existing health condition; or for specified purposes if the employee is a victim of domestic violence, sexual assault, or stalking. Family members include the employee's parent, child, spouse, registered domestic partner, grandparent, grandchild, and sibling.

Eligible employees may take up to 10 days of leave while the employee's spouse or registered domestic partner is home on leave from deployment during a period of military conflict.

Eligible employees who are members of the reserved corps of the armed forces of the United States, of the National Guard, or of the Naval Militia are entitled to a temporary leave of absence up to 17 days while engaged in military duty ordered for purposes of military training drills, encampment, naval cruises, special exercises, or similar activity.

Eligible employees may take a leave of absence for active service in the National Guard of any state.



Eligible employees who are members of the state military reserve may take a leave of absence up to 15 days while engaged in military duty for purposes of military training, drills, unit training assemblies, or similar inactive duty training.

Eligible employees who perform duty as a volunteer firefighter, a reserve peace officer, or as emergency rescue personnel may take time off to perform emergency duty, and they may take off up to 14 days of unpaid leave for the purpose of engaging in fire, law enforcement, or emergency rescue training.

The California "Kin Care" law allows eligible employees to use up to half of their accrued sick leave benefits to care for a sick family member, including a child, parent, spouse or registered domestic partner.

Eligible employees located in Berkeley, Emeryville, Los Angeles, Oakland, San Diego, San Francisco, and Santa Monica may also be entitled to additional sick leave according to local law. If you are located in one of these localities, check with your local human resources representative for information regarding additional sick leave benefits.

Eligible employees who wish to voluntarily enter and participate in an alcohol or drug rehabilitation program may be entitled to unpaid leave. Such employees may use accrued sick for the purpose of entering in and participating in such program.

Eligible employees who are victims of domestic violence, sexual assault, or stalking may take unpaid time off for any of the following purposes: (1) to seek medical attention for injuries caused by domestic violence, sexual assault, or stalking; (2) to obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault, or stalking; (3) to obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking; or (4) to participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.

Eligible employees who are victims or a crime, immediate family members of victim, a registered domestic partner or a victim, or the child of a registered domestic partner of a victim may take off work in order to attend judicial proceedings related to that crime.

Eligible employees may take up to 5 business days in any one-year period for the purpose of donating his/her bone marrow to another person and may take up to 30 business days for the purpose of donating his/her organ to another person. Bone marrow and organ donation leave shall not be taken concurrently with and leave taken pursuant to the FMLA or the California Family Rights Act.

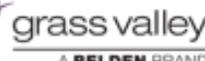
Eligible employees may take off work for up to 40 hours each year for certain child-related activities including enrolling his/her child in school or with a licensed child care provider, participating in school activities, or addressing school or child care provider emergencies. Time off shall not exceed 8 hours in any given month.

Eligible employees may take time off to appear at school on a child's behalf with regard to school suspension or expulsion.

Eligible employees may take leave to enroll and participate in an adult literacy education program.

CONNECTICUT

Eligible employees may take up to 16 weeks of leave in any 24-month for the following reasons: (1) the birth of a child of the employee; (2) the placement of a child with the employee for adoption or foster care; (3) to care for the serious health condition of the spouse, son, daughter or parent of the employee; (4) the serious health condition of the employee; (5) to serve as an organ or bone marrow donor; or (6) because of a qualifying exigency arising



out of the fact that the spouse, son, daughter, or parent of the employee is on active duty, or has been notified of an impending call or order to active duty, in the armed forces.

Eligible employees may take a reasonable leave of absence for disability resulting from pregnancy.

Eligible "service workers" earn one hour of paid sick leave for every 40 hours worked (up to a maximum of 40 hours per year). Each such service worker may carry over up to 40 hours of unused accrued hours to the following year, however, an employee may only use up to 40 hours of paid sick leave per year. Accrued time may be taken for the employee or a spouse or child, for preventive care or medical care/treatment of an injury or illness. Accrued time may also be used for certain purposes when the service worker is a victim of family violence or sexual assault.

An eligible employee who is the spouse, child, parent, or next of kin of a current member of the armed forces who is undergoing medical treatment, recuperation or therapy, is otherwise in outpatient status, or is on the temporary disability retired list for a serious injury or illness incurred in the line of duty, shall be entitled to a one-time benefit of 26 weeks of leave during any 12 month period for each armed forces member per serious injury or illness incurred in the line of duty.

Eligible employees may take a leave of absence if, as part of such employee's service in the armed forces of the state or any reserve component of the armed forces of the United States, is ordered to perform military duty, including meetings or drills.

Eligible employees may take leave to attend a court proceeding or participate in a police investigation in a criminal case in which the employee is the crime victim, or to attend or participate in a civil court proceeding relating to a case in which he/she is a victim of family violence.

Eligible employees who are victims of family violence may take up to 12 days of leave when such leave is reasonably necessary: (1) to seek medical care or psychological or other counseling for physical or psychological injury or disability; (2) to obtain services from a victim services organization; (3) to relocate due to such family violence; or (4) to participate in any civil or criminal proceeding relating to or resulting from such family violence.



DISTRICT OF COLUMBIA

Eligible employees may take up to 16 weeks of family leave and 16 weeks of medical leave in a 24-month period. Family leave may be taken for the following reasons: (1) the birth of a child of the employee; (2) the placement of a child with the employee for adoption or foster care; (3) placement of a child with the employee for whom the employee permanently assumes and discharges parental responsibility; or (4) to care for a family member with a serious health condition. "Family member" includes: (1) a person to whom the employee is related by blood, legal custody, or marriage; (2) a child who lives with the employee and for whom the employee permanently assumes and discharges parental responsibilities; (3) an individual with whom the employee shares or has shared, within the last year, a mutual residence and with whom the employee maintains a committed relationship; and (4) a foster child. Medical leave may be taken when an employee is unable to perform the functions of the employee's position because of a serious health condition.

Eligible employees may be eligible for up to 7 days of paid sick leave per year, which may be used by the employee for any of the following: (1) an absence resulting from an illness or injury; (2) an absence resulting from obtaining medical diagnosis or care, or preventive medical care for the employee; (3) an absence for the purpose of caring for a child, parent, spouse, domestic partner, or any other family member with an illness or injury, or for medical care; (4) an absence if the employee or the employee's family member is a victim of stalking, domestic violence, or sexual abuse, provided the absence is directly related to social or legal services pertaining to such stalking, domestic violence, or sexual abuse, to seek medical attention, obtain services or counseling, relocate, take legal action, or to take other actions to enhance the health or safety of the victim.

Pursuant to the D.C. Universal Paid Leave Amendment Act, starting in the year 2020, eligible employees are entitled to a certain amount of paid family, parental, and/or medical leave each year. Eligible employees may receive up to 8 weeks of paid leave within one year following: (1) the birth of a child; (2) the placement of a child for adoption or foster care; or (3) the placement of a child where the eligible individual legally assumes and discharges parental responsibility. Eligible employees may receive up to 6 weeks of paid leave to care for a family member's serious health condition. Eligible employees may receive up to 2 weeks of paid leave to care for his/her own serious health condition. However, the total amount of such paid leave an employee may take in a 52-week period may not exceed 8 weeks total. "Family member" means: (1) a biological, adopted, or foster son or daughter, a stepson or stepdaughter, a legal ward, a son or daughter of a domestic partner, or a person to whom an eligible individual stands in loco parentis; (2) a biological, foster, or adoptive parent, a parent-in-law, a stepparent, a legal guardian, or other person who stood in loco parentis to an eligible individual when the eligible individual was a child; (3) a person to whom an eligible individual is related by domestic partnership or marriage; (4) grandparent of an eligible individual; or (5) a sibling of an eligible individual. To receive these benefits, the employee must file a claim with the D.C. government upon the occurrence of a qualifying leave event in accordance with established procedures.

Eligible employees who are parents may take up to 24 hours of leave during a 12-month period to attend school-related events for his or her child.



HAWAII

Eligible employees may take a total of four weeks of family leave during any calendar year for the birth or adoption of a child or to care for the employee's spouse, child, reciprocal beneficiary, or parent with a serious health condition.

Eligible employees may take up to 7 days of leave each year to serve as a bone marrow donor or peripheral blood stem cell donor and 30 days of leave each year to serve as an organ donor. This leave does not run concurrently with FMLA leave or state medical leave.

Eligible employees may take up to 30 days of leave if the employee or the employee's minor child is a victim of domestic or sexual violence for the following purposes: (1) to seek medical attention for the victim to recover from injury or disability caused by domestic or sexual violence; (2) to obtain services from a victim services organization; (3) to obtain psychological or other counseling; (4) to temporarily or permanently relocate; or (5) to take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from the domestic or sexual violence, or other actions to enhance the health or safety of the employee or the employee's minor child, or to enhance the safety of those who associate with or work with the employee.

Eligible employees who are members of the National Guard are entitled to take leave while engaged in the performance of ordered National Guard service and while going to and returning from such service.

ILLINOIS

Eligible employees may take leave to recover from conditions related to childbirth or leave that is necessitated by pregnancy, childbirth, or medical or common conditions resulting from pregnancy or childbirth.

Eligible employees who have available sick leave time may take such leave for absences due to the illness, injury, or medical appointment of the employee's child, stepchild, spouse, domestic partner, sibling, parent, parent-in-law, grandchild, grandparent, or stepparent on the same terms as when the employee may use personal sick benefits for the employee's own illness or injury.

Eligible employees in Chicago and Cook County may earn up to 40 hours of sick leave and may carry over one-half of his/her unused/accrued sick leave to the following year. Such employees may use earned sick leave when: (1) the employee's illness or injury for the purpose of receiving medical care, treatment, diagnosis, or preventive medical care; (2) a family member's illness or injury, to care for a family member receiving medical care, treatment, diagnosis, or preventive medical care; (3) the employee or the employee's family is the victim of domestic violence, sexual violence, or stalking; or (4) the employee's place of business is closed by order of a public health official due to a public health emergency, or the employee needs to care for a child whose school or place of care has been closed by order of a public health official due to a public health emergency. Family members include the employee's child, legal guardian or ward, spouse, domestic partner, parent-in-law or domestic partner's parent, sibling, grandparent, grandchild, or any other individual related by blood or whose close association with the employee is the equivalent of a family relationship.

Eligible employees may take up to eight hours leave per school year (though no more than four hours on any single day) to attend children's school conferences or activities once other leave (except sick leave) is used up.

Eligible employees may take up to one hour of leave to donate blood every 56 days.



An eligible employee who is the spouse or parent of a person called to military service lasting longer than 30 days may take up to 30 days leave during the time federal or state deployment orders are in effect for the employee's spouse or parent.

Eligible employees, including in some cases new hires who have received an offer of employment, who have been enlisted or drafted in the U.S. armed forces, state militia, or National Guard and are called into service or training, or are on active duty, are considered to be on leave of absence and are entitled to restoration of employment upon return.

Eligible employees performing a civil air patrol mission may take up to 30 days of leave.

Eligible employees are entitled to a maximum of 2 weeks of bereavement leave to: (1) attend the funeral or alternative to a funeral of a child; (2) make arrangements necessitated by the death of the child; or (3) grieve the death of the child.

Eligible employees who are victims of domestic or sexual violence or who have a family or household member who is a victim of domestic or sexual violence may take unpaid leave from work if such employee or his/her family or household member is experiencing an incident of domestic or sexual violence or to address domestic or sexual violence by: (1) seeking medical attention for, or recovering from, injuries caused by such violence to the employee or the employee's family or household member; (2) obtaining services from a victim services organization for the employee or the employee's family or household member; (3) obtaining counseling for the employee or the employee's family or household member; (4) participating in safety planning, relocating, or taking other action to increase safety of the employee or the employee's family or household member from future violence or to ensure economic security; or (5) seeking legal assistance or remedies to ensure the health and safety of the employee or the employee's family or household member, including preparing for or participating in any related legal proceeding.

INDIANA

Eligible employees who are the spouse, parent, grandparent, child, or sibling of a person who is ordered to active duty in the United States armed forces, Indiana National Guard, or Indiana Air National Guard may take up to 10 days per year to spend with that family member. "Active duty" is full-time service on active duty orders for a period that exceeds 89 consecutive calendar days.

Eligible employees who are members of the Indiana National Guard may attend any assembly at which the member has a duty to perform and are entitled to a leave of absence for the period of time on state active duty.

IOWA

Eligible employees may take up to eight weeks of leave for temporary disability due to pregnancy, childbirth or related medical conditions.

Eligible employees who are members of the National Guard, armed forces reserves, or civil air patrol are entitled to leave during their period of related duty or service.

KENTUCKY

Eligible employees may take up to six weeks of leave for the reception of an adoptive child under the age of seven.

An employee who is a volunteer firefighter, rescue squad member, emergency medical technician, peace officer, or member of an emergency management agency may be absent or late in order to respond to an emergency prior to the time the employee reports to work.



Such eligible employees may also take up to 12 months leave because of injuries incurred in the line of such duty.

Eligible employees who are members of the National Guard may take leave to perform active duty or training.

LOUISIANA

Eligible employees may take up to four months leave for a period during which the employee is disabled due to pregnancy, childbirth, or a related medical disability. For a normal pregnancy/childbirth, an eligible employee may take up to six weeks of leave.

Eligible employees may take up to 40 hours leave for purposes of bone marrow donation.

Veterans may take time off work to attend medical appointments necessary to meet the requirements to receive his/her veterans' benefits.

Eligible employees who are members of the National Guard of any state, the state militia, or any branch of state military forces and are called to active duty may take leave.

Eligible employees may take up to 16 hours of leave each year to attend, observe, or participate in conferences or classroom activities related to the employee's dependent children that are conducted at the child's school or day care center if such conferences/activities cannot reasonably be scheduled during nonwork hours.

MAINE

Eligible employees may take up to ten weeks of leave in any two years for (1) the employee's serious health condition; (2) birth of the employee's child or the employee's domestic partner's child; (3) placement of a child 16 years or younger with the employee or with the employee's domestic partner in connection with the adoption of the child by the employee or the employee's domestic partner; (4) the serious health condition of the employee's child, parent, domestic partner, sibling, or spouse; (5) donation of an organ by the employee for organ transplant; or (6) the death or serious health condition of the employee's spouse, domestic partner, parent, sibling, or child if such individual, as a member of military, dies or incurs a serious health condition while on active duty.

Eligible employees may use up to 40 hours of available paid leave time in a 12-month period to care for an immediate family member who is ill.

Eligible employees may use up to 15 days of family military leave per deployment when the employee or the employee's spouse or domestic partner is deployed for military service for a period lasting longer than 180 days. Leave may be taken only during the 15-day period before and/or the 15-day period after the deployment.

Eligible employees may take up to 10 days leave if the employee's parent, child, grandparent, sibling or spouse is injured or killed while engaged in active military service.

Eligible employees who are members of the National Guard or reserves may take leave in response to state or federal military orders.

Eligible employees who are victims of, or who have a child, parent, or spouse who is a victim of, violence, assault, sexual assault, or stalking may take reasonable and necessary leave to: (1) prepare for and attend court proceedings; (2) receive medical treatment or attend to medical treatment for a victim who is the employee's child, spouse, or parent; or (3) obtain services to remedy a crisis caused by domestic violence, sexual assault, or stalking.

MASSACHUSETTS

Eligible employees may take up to eight weeks of leave for the birth of the employee's child or the employee's adoption of a child under age 18 or under age 23 if mentally or physically disabled.



Eligible employees may earn up to 40 hours of paid sick leave each year. Such employees may carry over up to 40 hours of unused time to the next year but may only use 40 hours per year. Earned sick time may be used to: (1) care for the employee's child, spouse, parent, or parent-in-law, who is suffering from illness, injury, or a medical condition; (2) to care for the employee's own illness, injury, or medical condition; (3) attend the employee's routine medical appointment or routine medical appointment for the employees' child, spouse, parent, or parent-in-law; (4) address the psychological, physical, or legal effects of domestic violence; or (5) travel to and from an appointment, pharmacy, or other location related to the purpose for which the time taken.

Eligible employees may take up to 24 hours of leave in a 12-month period, in addition to leave under the FMLA, to (1) attend certain school activities of the employee's child; (2) take the employee's child or elderly relative to routine medical or dental appointments; or (3) take the employee's elderly relative to certain other appointments for professional services related to the elder's care, such as nursing home interviews.

Eligible employees who are members of the National Guard or reserves make take leave in response to state or federal military orders.

Eligible employees may take up to 15 days of leave if: (1) the employee or the employee's family member is a victim of abusive behavior; (2) the employee uses the leave to seek or obtain medical attention, counseling, victim services or legal assistance; secure housing; obtain a protective order; appear in court; meet with a district attorney or law enforcement official; or attend child custody proceedings related to the abusive behavior; and (3) the employee is not the perpetrator of the abusive behavior against such employee's family member. Family members include spouses, persons in a dating or engagement relationship and who reside together, persons who have a child in common, parents, step-parents, child, step-child, sibling, grandparent, grandchild, or persons in a guardianship relationship.



MINNESOTA

The following eligible employees may take up to 12 weeks of leave: (1) a biological or adoptive parent in conjunction with the birth or adoption of a child; or (2) a female employee for prenatal care, or incapacity due to pregnancy, childbirth, or related health conditions.

Eligible employees may take up to 16 hours of leave in a 12-month period to attend school conferences, day-care conferences, school-related activities, or day-care-related activities related to the employee's child or foster child if the conferences or activities cannot be schedule during non-work hours.

Eligible employees may use a reasonable period of available sick leave to care for a sick or injured child, adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent.

Eligible employees may use a reasonable period of available sick leave for safety leave for the purpose of providing assistance because of sexual assault, domestic abuse, or stalking. Safety leave may be used for assistance to the employee or assistance to a child, adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent.

Eligible employees who are victims of harassment or domestic abuse may take leave related to obtaining a restraining or protective order for such harassment or abuse.

Eligible employees who are a victim of crime or witness to a crime who are subpoenaed or requested by the prosecutor to attend court for the purpose of giving testimony may take time off to attend criminal proceedings related to the victim's case. Eligible employees who are victims of a violent crime or the victim's spouse or immediate family member may take time off to attend criminal proceedings related to the victim's case.

Eligible employees may take up to 40 hours leave to donate bone marrow.

Eligible employees may take leave for time spent rendering service as a member of the civil air patrol on the request and under the authority of the state or any of its political subdivisions.

Eligible employees whose immediate family member, as a member of the United States armed forces, has been injured or killed while engaged in active service may take up to 10 days of leave.

Eligible employees may take leave to attend a send-off or homecoming ceremony for an immediate family member in active service.

Eligible employees in Minneapolis may earn up to 48 hours of paid sick and safe time for all of the following reasons: (1) the employee's medical or mental health condition, illness, or injury; (2) the medical or mental health condition, illness, or injury of the employee's child, stepchild, adopted child, foster child, adult child, spouse, sibling, parent, stepparent, parent-in-law, grandchild, grandparent, guardian, ward, or registered domestic partner; (3) to seek law enforcement counseling, or other services for domestic abuse, sexual assault, or stalking suffered by the employee or the employee's child, stepchild, adopted child, foster child, adult child, spouse, sibling, parent, stepparent, parent-in-law, grandchild, grandparent, guardian, ward, registered domestic partner, or person who currently resides in the employee's home.



NEBRASKA

Eligible employees and independent contractors may take up to 30 days leave when the employee's spouse or parent has been called to military service lasting more than 179 days.

- Eligible employees who are members of the National Guard or reserves are entitled to a military leave of absence from their respective duties, without loss of pay, when employed under the orders or authorization of competent authority in the active service of the state or United States.

NEW JERSEY

Eligible employees may take up to 12 weeks of leave in any 24-month period under the New Jersey Family Leave Act for (1) birth of the employee's child; (2) placement of a child with the employee in connection with adoption of such child by the employee; or (3) the serious health condition of the employee's child, parent, spouse, or civil union partner.

Under the New Jersey Paid Family Leave Act, employees may apply to the State for wage replacement benefits for leave taken to bond with a child or to care for a family member with a serious health condition.

Eligible employees who were victims of domestic violence or a sexually violent offense or whose child, parent, spouse, domestic partner, or civil union partner was a victim may take leave up to 20 days a year to engage in any of the following activities as they relate to such incident: (1) seek medical attention for or recover from related injuries; (2) obtaining services from a victim's services organization; (3) obtaining counseling; (4) participating in safety planning, relocating, or taking other actions to increase safety of the victim; (5) seeking legal assistance or remedies to ensure the victim's health and safety; or (6) participating in a criminal or civil court proceedings related to such incident.

NEW YORK

Eligible employees in New York City may accrue up to 40 hours of paid sick leave per year. Such sick leave may be used for: (1) the employee's own mental or physical illness, injury, or health condition, the need for the employee to seek preventive medical care, or the employee's elective surgery, including organ donations; (2) care of a family member in need of such diagnosis, care, treatment, or preventive medical care, or care of a family member who has elective surgery; or (3) for closure of the place of business because of a public health emergency, as declared by a public health official; or (4) the employee's need to care for a child whose school or childcare provider has been closed because of such a declared emergency. Family members include a child, grandchild, spouse, domestic partner, parent, grandparent, child or parent of an employee's spouse or domestic partner, and sibling.

Eligible employees may be entitled to take time off as a result of pregnancy-related conditions.

Employees may be eligible for New York Paid Family Leave starting in 2018, a program which provides wage replacement to employees to help them bond with a child, care for a close relative with a serious health condition, or help relieve family pressures when someone is called to active military service.

Eligible employees may take up to 10 days of leave while the employee's spouse is on leave from deployment during a period of military conflict. The employee's spouse must be a member of the U.S. armed forces, the National Guard, or reserves who has been deployed during a period of military conflict to a combat theater or zone.

Eligible employees may take up to 24 hours of leave to undergo a medical procedure to donate bone marrow and three hours of leave to donate blood.

Eligible employees may take leave to perform military service.



Eligible employees who are domestic violence victims may take leave related to an incident of domestic violence.

Eligible employees may take leave while engaged in actual performance of his or her duties as a volunteer firefighter or as an enrolled member of a volunteer ambulance service when the governor declares a state of emergency.

NORTH CAROLINA

Eligible employees may take up to four hours of leave during a 12-month period to attend school activities of the employee's child at a mutually agreeable time.

Eligible employees may take reasonable time off to obtain relief under North Carolina law allowing individuals to file a civil action alleging acts of domestic violence against the individual or the individual's minor child.



OREGON

Eligible employees may take up to 12 weeks of leave in any one-year period under the Oregon Family Leave Act to: (1) recover from or seek treatment for the employee's own serious health condition; (2) to care for an infant, newly adopted child, or newly placed foster child, or for an adopted or foster child older than 18 if the child is incapable of self-care because of a mental or physical disability; (3) to care for a sick child who requires home care; (4) to care for a family member who has a serious health condition; or (5) to deal with the death of a family member by attending such family member's funeral or alternative to a funeral, making arrangements necessitated by the death, or grieving the death. Family member means an employee's spouse; biological, adoptive, or foster parent or child; grandparent; grandchild; parent-in-law; or a person with whom the employee was or is in an in loco parentis relationship.

Eligible employees who are disabled due to pregnancy may be eligible to take up to an additional 12 weeks of leave for disability related to pregnancy or childbirth.

An eligible employee who takes 12-weeks of leave within one year to care for an infant or newly adopted child or newly placed foster child may take up to an additional 12 weeks of leave within the same one-year period to care for a sick child.

Eligible employees may earn up to 40 hours of paid sick leave per year for: (1) the care of an employee's illness, injury, or health condition; (2) the care of an illness, injury, or health condition of the employee's spouse, biological, adoptive, or foster parent or child, grandparent, grandchild, parent-in-law, or a person with whom the employee was or is in an in loco parentis relationship; (3) any other purpose specified by the Oregon Family Leave Act (see above); (4) for leave for domestic violence, harassment, sexual assault (as described below); (5) to donate accrued sick time to another employee if such employee uses the donated time for one the purposes specified herein; or (6) in the event of a public health emergency.

Eligible employees may use up to 40 hours of accrued paid leave to undergo a medical procedure to donate bone marrow.

Eligible employees may take a leave of absence to perform state active service if the employee is a member of the Oregon National Guard or the organized militia of this state or another state.

During a period of military conflict, a spouse of a member of the Armed Forces of the United States, the National Guard, or the military reserve forces who have been notified of an impending call to active duty or who has been deployed, may take up to 14 days of leave per deployment after the military spouse has been notified of the impending call or order and before deployment, and when the military spouse is on leave from deployment.

Eligible employees who are victims of domestic violence, harassment, sexual assault or stalking, or are the parents/guardians or a minor child or dependent who is a victim of domestic violence, harassment, sexual assault or stalking, may take reasonable leave from employment for any of the following purposes: (1) to seek legal or law enforcement assistance or remedies to ensure the health and safety of the victim; (2) to seek medical treatment or to recover from injustices caused to the victim by the domestic violence, harassment, sexual assault or stalking; (3) to obtain, or to assist the victim in obtaining, related counseling from a licensed mental health professional; (4) to obtain services from a victim services provider for the victim; (5) to relocate or take steps to secure an existing home to ensure the health and safety of the victim.



RHODE ISLAND

Eligible employees may take up to 13 weeks of leave in a two-year period for: (1) the birth of the employee's child or the placement of a child age 16 years or younger in connection with the employee's adoption of the child; or (2) the serious illness of the employee or the employee's child, spouse, parent, or parent-in-law.

Eligible employees may take up to 10 hours of leave during a 12-month period to attend school conferences or other school-related activities for a child of whom the employee is the parent, foster parent, or guardian.

Eligible employees who are a victim of a crime may leave work to attend court proceedings related to that crime.

SOUTH CAROLINA

Eligible employees may take up to 40 hours of leave to undergo a medical procedure to donate bone marrow.

TENNESSEE

Eligible employees may take to four months of leave for adoption, pregnancy, childbirth, and nursing an infant under the Tennessee Maternity Leave Act. With regard to adoption, the four-month period begins at the time the employee received custody of the child.

VERMONT

Eligible employees may take up to 12 weeks of leave in a 12-month period for: (1) the birth or adoption of a child under 16; (2) to care for the employee's child, stepchild, ward, foster child, parent, spouse, or parent-in-law who has a serious illness; or (3) for the employee's own serious illness.

In addition to the leave described above, an eligible employee may take up to 4 hours of leave in any 30 day period that does not exceed 24 hours in any 12-month period for any of the following purposes: (1) to participate in preschool or school activities related to the employee's child, stepchild, foster child, or ward who lives with the employee; (2) to attend or accompany the employee's child, stepchild, foster child, or ward who lives with the employee, spouse, parent, or parent-in-law to routine medical or dental appointments; (3) to accompany the employee's parent, spouse, or parent-in-law to professional service appointments related to their care and well-being; or (4) to respond to a medical emergency involving the employee's child, stepchild, foster child, or ward who lives with the employee, spouse, parent, or parent-in-law.

Eligible employees may accrue up to 24 hours of paid sick time in a 12-month period until January 1, 2019, at which time, eligible employees may accrue up to 40 hours of paid sick time in a 12-month period. Such employees may use earned sick time for any of the following reasons: (1) the employee's illness or injury; (2) obtaining professional diagnostic, preventive, routine, or therapeutic health care; (3) caring for a sick or injured parent, grandparent, spouse, child, sibling, parent-in-law, grandchild, or foster child; (4) arranging for social or legal services or obtaining medical care or counseling for the employee or the employee's parent, grandparent, spouse, child, sibling, parent-in-law, grandchild, or foster child who is a victim of domestic violence, sexual assault, or stalking or who is relocating as a result; or (5) caring for a parent, grandparent, spouse, child, sibling, parent-in-law,



grandchild, or foster child because the school or business where that individual is normally located during the employee's workday is closed for public health or safety reasons. Eligible employees who are members of the Vermont National Guard, National Guard of another state, or the reserves are entitled to leaves of absence up to 15 days each year for the purpose of engaging in military drill, training, or other temporary duty under military authority.

WASHINGTON

Eligible employees may take leave during the time the employee is sick or temporarily disabled due to pregnancy or childbirth.

Eligible employees may take up to 12 weeks of family leave in a 12-month period for one or more of the following: (1) the birth of the employee's child and to care for the child; (2) the placement of a child with the employee for adoption or foster care; (3) to care for the employee's child, parent, spouse, or domestic partner with a serious health condition; or (4) the employee's own serious health condition. This leave is in addition to any leave for sickness or temporary disability because of pregnancy or childbirth.

Eligible employees may use accrued sick or other paid time off to care for: (1) the employee's child with a health condition that requires treatment or supervision; or (2) the employee's spouse, parent, parent-in-law, or grandparent who has a serious health condition or an emergency condition.

Eligible employees may take reasonable leave from work for the following purposes: (1) to seek legal or law enforcement assistance or remedies to ensure the health and safety of the employee or employee's family members as it relates to domestic violence, sexual assault, or stalking; (2) to seek treatment by a health care provider for physical or mental injuries caused by domestic violence, sexual assault, or stalking, or to attend to health care treatment for a victim who is the employee's family member; (3) to obtain, or assist a family member in obtaining, services from a domestic violence shelter, rape crisis center, or other social services program for relief from domestic violence, sexual assault, or stalking; (4) to obtain, or assist a family member in obtaining, mental health counseling related to an incident of domestic violence, sexual assault, or stalking, in which the employee or the employee's family member was a victim of domestic violence, sexual assault, or stalking; or (5) to participate in safety planning, temporarily or permanently relocate, or take other actions to increase the safety of the employee or employee's family members from future domestic violence, sexual assault, or stalking. Family member means any individual whose relationship to the employee can be classified as child, spouse, parent, parent-in-law, or person with whom the employee has a dating relationship.

During a period of military conflict, a spouse of a member of the Armed Forces of the United States, the National Guard, or the military reserve forces who have been notified of an impending call to active duty or who has been deployed, may take up to 15 days of leave per deployment after the military spouse has been notified of the impending call or order and before deployment, or when the military spouse is on leave from deployment.

Volunteer firefighters or reserve officers may take leave related to an alarm of fire or emergency call. A civil air patrol member may take leave related to an emergency service operation.

Beginning in 2020, eligible employees will be entitled to 12 weeks of paid family or medical leave pursuant to a state insurance program. Under this program, eligible employees may be entitled to benefits for time off taken for the following purposes: (1) caring for an employee's child, grandchild, grandparent, sibling, or spouse with a serious health



condition; (2) the birth of a child or placement of a child under the age of 18 with the employee; or (3) the employee's own serious health condition.

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