

FMLA (Family Medical Leave Act)

Benefits Summary

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| <p>FMLA requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to <u>eligible</u> employees for the following qualifying family or medical reasons.</p> | |
| <p>Eligibility:</p> | <p>Employees are eligible for leave of absence under FMLA if they:</p> <ul style="list-style-type: none"> • Have been employed by the company for at least 12 months over the last 7 years; <i>And</i> • Have worked at least 1250 hours during the 12 months immediately preceding the request for leave of absence. |
| <p>Qualifying Reasons:</p> | <ul style="list-style-type: none"> • The addition of a child to the family through birth, adoption, or placement by foster care ('parental leave'); • A serious health condition of the employee's spouse, child, or parent; • A serious health condition that prevents an employee from performing his or her job. <p>New - Military Family Leave Entitlements:</p> <ul style="list-style-type: none"> • Up to 12 weeks of leave if the employee's spouse, parent or child is on active duty in the military or is a reservist who faces recall to active duty if a 'qualifying exigency' exists; • Up to 26 weeks of leave for a family member's care of an injured servicemember. |
| <p>Contact information and to obtain forms:</p> | <p>Employees should notify the Ogden HR Department at (801) 409-2508 or toll-free at (888) 672-7766 if you feel you have a qualifying reason to take FMLA leave and meet the eligibility requirements.</p> |
| <p>Additional information is available from the HR Department, in the employee handbook, or you may refer to the following FMLA Poster.</p> | |