

**ADDITION OF ARTICLE IV. LEAVES PAID AND UNPAID SECTION - 5.06
BEREAVEMENT LEAVE TO THE COMPENSATION AND BENEFITS PROFILE FOR
CITY OF ONTARIO PART-TIME / HOURLY EMPLOYEES**

The Compensation and Benefits Profile for Hourly / Part-Time City of Ontario Employees is revised effective January 1, 2023 to comply with California Assembly Bill 1949 (AB1949) which amended the California Family Rights Act (CFRA). The revised CFRA provides employees with up to five (5) days of protected bereavement leave time off in the event of the death of an immediate family member

Section 5.06 Bereavement Leave

- A. In the event of a death in the employee's immediate family, the employee shall be granted up to five (5) working days of unpaid bereavement leave. If possible, the employee shall provide reasonable notice of the need to utilize bereavement leave consistent with their department's time off request process. The five (5) working day need not be consecutive but shall be completed within three (3) months of the date of the death of the family member. Time off must be used in one (1) day increments.
- B. Immediate family for this provision shall be consisted with the definition of "family member" in California labor code section 245.5 (4)(c) or successor legislation unless stipulated by law. This definition includes the following relationships relative to the employee: child, including biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis; biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child (i.e. parent, stepparent, mother-in-law, father-in-law); spouse; registered domestic partner; grandparent; grandchild; sibling.
- C. At the employee's option, the employee may utilize any accrued sick leave during the period of absence.
- D. The employee shall be granted one working day of unpaid bereavement leave to attend the funeral of an aunt, uncle, cousin, niece, or nephew.
- E. The employee may be required to furnish evidence satisfactory to the City of the family member's death and the employee's relationship to the deceased family member.

Approved:



Angela Lopez, Executive Director Human Resources / Risk Management

2/8/23

Date