

Family Friendly

PERSONAL & FAMILY and MEDICAL LEAVE ACT (FMLA)

VMDO complies with the federal Family and Medical Leave Act (FMLA), which requires employers to grant unpaid leaves of absence to qualified workers for certain medical and family-related reasons. The company also abides by any state and local leave laws. The more generous of the laws will apply to the employee if the employee is eligible under both federal and state laws.

Please note there are many requirements, qualifications, and exceptions under these laws, and each employee's situation is different. Contact the Director of Business Administration to discuss options for leave.

The FMLA requires private employers with 50 or more staff and all public agencies, including state, local, and federal employers, and local education agencies (schools), to provide eligible staff up to 12 weeks of unpaid, job-protected leave in any 12-month period for certain family and medical reasons. The 12-month period is a rolling period measured backward from the date an employee uses any FMLA leave, except for leaves to care for a covered servicemember with a serious illness or injury. For those leaves, the leave entitlement is 26 weeks in a single 12-month period, measured forward from the date an employee first takes that type of leave. (THERE IS MORE TO THIS POLICY in the Handbook)

*VMDO Maternity/Paternity Leave Entitlements. VMDO offers maternity/paternity leave that exceeds basic FMLA leave entitlement. Employees receive 50% of salary for the first six weeks of leave for the following reasons: (1) incapacity due to pregnancy, prenatal medical care, or child birth or (2) to care for the employee's child after birth or placement for adoption or foster care. This is marked as Personal Leave FMLA. The benefit gives the employee the option of (a) exhausting accrued sick and/or vacation leave before moving to reduced salary or Unpaid FMLA for a period of time OR (b) starting with the reduced salary for a period of the term and saves their accrued leave for another need.