**ADOPTION LEAVE –Excluded Employees (E99)**

January 1, 2014

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| **Benefit/Right** | **Duration** | **Eligible Employees** | **Provision**  *Please review policy for actual language.* |
| Family Care and Medical Leave (FML) | 12 weeks  *No Pay* | 12+ months employment | FML is **unpaid leave.** FML grants eligible employees a total of 12 weeks in a twelve (12) month period, including any periods of absence with pay for family care or medical leave purposes.  In the case of the birth or adoption/foster care of a child by the employee, leave taken shall be initiated within 1 year of the birth or placement as appropriate. |