

MOU Section 12 Bereavement Leave

TA 10/30/25
11:30 am

A. Employees shall be entitled to a bereavement leave, not chargeable to vacation or sick leave in the event of the death of one of the following members of the employee's family:

- natural, step, adoptive parents and grandparents of the employee;
- A person acting in loco parentis for the employee;
- natural, step, adopted children and grandchildren of the employee;
- natural, adopted and stepbrothers and sisters of the employee;
- present spouse or domestic partner of the employee; a person assuming the role of the employee's spouse;
- ex-spouse who is a natural parent of a minor child in the custody of the employee;
- natural parents and grandparents of the employee's spouse or domestic partner;
- grandchildren of the employee's spouse or domestic partner;
- natural and adopted brothers and sisters of the employee's spouse or domestic partner;
- present spouses or domestic partner of the employee's natural brothers and sisters;
- son-in-law and daughter-in-law of the employee.

B. For full-time employees, such leave shall be a maximum of forty (40) hours within thirty (30) consecutive calendar days and taken within six (6) months following the loss, ~~whether services are within the State or outside the State of California~~. Leave benefits will be prorated for part-time employees based upon the number of hours worked (for example, a half-time employee has a maximum of twenty (20) hours to use within thirty 30) consecutive calendar days) and taken within six (6) months following the loss. Employees desiring more time off under these circumstances may request vacation or other appropriate leaves, which may or may not be granted at the sole discretion of the department head.

C. An employee who ~~has a miscarriage or who gives birth to a still born child~~ experiences a reproductive loss shall be eligible for bereavement leave in accordance with Section 12, paragraph B above. This provision shall be applicable to any employee ~~having a miscarriage or who gives birth to a still born child and to any employee whose spouse or domestic partner has a miscarriage or gives birth to a still born child who directly experienced the reproductive loss (i.e. mother/father) and the grandparents~~. Grandparents shall be allowed a maximum of twenty-four (24) hours within ten (10) consecutive calendar days and taken within six (6) months following the loss. Bereavement leave for a ~~miscarriage or still born child~~ reproductive loss shall not be applicable for any other family members identified in Section 12, paragraph A.

For purposes of this section a reproductive loss consists of the following: miscarriage, stillborn, failed surrogacy; failed adoption; or unsuccessful assisted reproduction.

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