



IATSE LOCAL 891

International Alliance of Theatrical Stage Employees, Moving Picture Technicians, Artists and Allied Crafts of the United States, its Territories and Canada • British Columbia and the Yukon

The **Membership Parental Leave Policy** has been established in accordance with Article 10, Funds and Financial Obligations, of the IATSE Local 891 Constitution. This policy is meant to assist active members who are unable to work due to parenting.

This policy is available to support parents (biological, adoptive, or legally recognized) who are unable to work due to caring for a newborn or newly adopted child(ren), by offering members a reduction of union dues for up to 1 (one) year. If both parents are members and both are not working, both parents are able to apply for up to 1 (one) year reduction of fees. This policy also supports members involved in surrogacy, who cannot work because they are pregnant or have recently given birth, with a reduction of union dues for members for a maximum of 15 weeks. The reduction of fees is only available 3 months before the birth and/or placement of the child(ren), and up to 18 months after the birth and/or placement of the child(ren).

1. An active member may qualify for parental leave status with proof of:

ONE of the below:

- That they have applied for and are receiving maternity and/or parental benefits under EI.
- A medical practitioner's certificate or government ID/documentation stating the expected or actual birth date.
- Documentation indicating actual/expected placement date for the purpose of adoption (including the full name, address, and contact of the agency handling the adoption).

AND all of the below:

- Documentation indicating actual/expected child's date of birth or placement; including name(s) of parent(s) or caregiver(s)
- Total months of leave, if known.

2. Parental leave status provides the qualified member with a reduction in dues to \$50.00 per quarter and a waiver of applicable late payment fines and penalties (i.e. suspension and/or expulsion). Payments for previously assigned fines or outstanding membership loans shall not be required while the member remains on parental leave. Any previously assigned fines or outstanding membership loans must be paid in full beginning the quarter following the conclusion of the parental leave status. (See #8 below).
3. Application for parental leave status must be made in writing using the attached IATSE Local 891 Request for Parental Leave Form, as well as providing a signed copy of this policy.
4. Please be advised that application for parental leave status through the Union is not affiliated with application for short term disability benefits through the Health Benefits Plan. Both forms of assistance must be applied for separately.

5. When a member is granted parental leave status, they will be listed as being NOT available for work on the Union dispatch roster.
6. A member on parental leave status planning to return to work will not be listed as available for work on the Union dispatch roster until written notice of their planned return-to-work date has been provided to the Health Benefits Representative.
7. Once written notification of the member's return-to-work date has been received, the member is required to pay all outstanding dues incurred during the parental leave status period by the next quarterly dues payment deadline or be subject to applicable late payment fines and penalties.
8. The member will commence full dues payments beginning the quarter following the conclusion of their parental leave status, and they will be subject to the applicable late payment fines and penalties. Any monies owed to IATSE Local 891 prior to commencement of parental leave status must also be paid at this time.
9. A member discovered working while on parental leave may have their parental leave revoked and will, therefore, be responsible for full dues payment during their parental leave, retroactive to the date the member began working.
10. A member who has their parental leave status revoked may be subject to applicable late payment fines and penalties should arrears remain unpaid beyond two (2) weeks of their revocation of parental leave status.
11. Members failing to qualify for parental leave status may appeal in writing for reconsideration to the Executive Board by contacting the Health Benefits Representative.

If you have any questions concerning the Membership Parental Leave Policy or your eligibility, please contact the IATSE Local 891 Health Benefits Representative at 604-664-8914.

I confirm I have read the policy and agree to its terms:

Signed at _____, British Columbia, this ____ day of _____, 20_____ .

Union Member's Name

Union Member's Signature

Union Member's Name

Union Member's Signature

IATSE Local 891 Request for Parental Leave Form attached.



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IATSE LOCAL 891 REQUEST FOR PARENTAL LEAVE

Please read the following prior to completing this form:

Any costs associated with the attending documentation shall be the responsibility of the member, not IATSE Local 891.

IATSE Local 891 reserves the right to periodically request additional updates to confirm continuing entitlement to parental leave status.

MEMBER STATEMENT:

Name: (please print) _____ Union #: _____

Address: _____ Postal Code: _____

Phone Number: _____ Department: _____

Child DOB (actual/expected): _____ (please attach relevant documentation)

Member's expected amount of time off work: _____ (if applicable, please attach relevant documentation)

I hereby request a temporary parental leave from the union, per Article 10, Section 10.11: Dues and Assessments of the IATSE Local 891 Constitution. Furthermore, I certify that I am currently not working for wages or on contract to any employer.

Member's Signature: _____ Date Signed: _____

Please return completed form to the attention of the Health Benefits Representative. Fax: 604-298-3456 or Email: benefitsoffilm@iatse.com. Questions can be directed to the IATSE Local 891 Health Benefits Representative at 604-664-8914.