

ABSENCES: BEREAVEMENT

If a death occurs in the family of a full-time employee, time off with pay will be permitted to the employee in accordance with the following:

1. Three working days: mother, father, wife, husband, son, daughter, sister, brother, and parents-in-law;
2. The terms, mother, father, son, daughter, sister, and brother, include "step" relatives.
3. One scheduled working day to attend the funeral: grandparents, grandparents-in-law, aunt, uncle, niece, nephew, other in-laws or first cousin of the employee or the employee's spouse.

An employee who requires time off in addition to that outlined above may request special consideration of the Pastor.

Policy

Revised: October 4, 1996

NCD/Bishop of Harrisburg