



## DOMESTIC VIOLENCE LEAVE POLICY

You may take unpaid leave under Vontier's Domestic Violence Leave Policy to seek assistance in response to an act or threat of domestic violence, sexual assault, or stalking. You may take this leave to seek services for a victim of domestic or sexual violence if the victim is: 1) you, 2) a covered family member (spouse, civil union partner, child, parent) or 3) a household member (who is currently residing with you). You may take leave for a child who is a victim if that child is under age 18 or, if 18 years or older, the child is mentally or physically disabled and incapable of self-care. You are eligible to take up to 12 weeks of unpaid leave within a rolling 12-month period and be restored to the same or an equivalent position upon your return from leave.

You may take leave to obtain assistance or services for a victim for the following purposes: (1) to seek medical attention for, or recover from, physical or psychological injuries caused by the domestic or sexual violence, (2) to obtain services from a victim services organization, (3) to obtain psychological or other counseling, (4) to participate in safety planning, seek temporary or permanent relocation, or take other actions to increase the safety of the victim from future domestic or sexual violence or ensure economic security, or (5) to seek legal assistance or remedies to ensure the health and safety of the victim, including preparing for or participating in any legal proceeding related to or resulting from domestic or sexual violence.

Employees requesting leave must provide proper certification for all absences. The certification must show that: (1) the victim for whom the leave is requested is the employee, a covered family member, or a covered household member, (2) the victim was subjected to an act or threat of domestic or sexual violence, and (3) the leave is to seek assistance for a purpose covered by this policy. The employee must provide two types of written documentation as certification: (1) a sworn statement by the employee showing that the leave qualifies for a purpose covered by this policy and (2) written documentation from the source from whom assistance was sought or who could otherwise verify the nature of the leave, such as documentation from: (a) a representative of a victim services organization, an attorney, member of the clergy, or a medical or other professional, from whom the employee has sought services on behalf of a covered victim to address domestic or sexual violence or the effects of the violence, (b) a police or court record, or (c) other corroborating evidence.

You may be required to contact your supervisor on a regular basis regarding the status of your leave, and your intention to return to work.

Leave under this policy is unpaid leave. You may choose, however, to use any accrued paid time off which would otherwise apply to the circumstances of the leave. For instance, if the leave was for you because you are temporarily disabled due to domestic or sexual violence, you may use any accrued sick time for that portion of the leave. You may use accrued vacation or other personal time. The substitution of paid leave time for unpaid leave time does not extend the 12-week leave period.

During an approved leave, Vontier will maintain your health benefits, as if you continued to be actively employed. If paid leave is substituted for unpaid leave, Vontier will deduct your portion of the health plan premium as a regular payroll deduction. If your leave is unpaid, you must pay your portion of the premium during the leave. Your group health care coverage may cease if you fail to make timely payments of your share of the premiums. If you do not return to work at the end of the leave period, you may be required to reimburse Vontier for the cost of the premiums paid by Vontier for maintaining coverage during your unpaid leave, unless you cannot return to work because of the continuance, onset or recurrence of domestic or sexual violence, or other circumstances beyond your control. If that is the case, you will be required to produce written certification to confirm the circumstances beyond your control. For information on if vacation, sick time, or other benefits will accrue or not while on unpaid



leave, please contact your local HR department. You will remain entitled to all of your benefits which accrued prior to your leave, however.

Leave will run concurrently with any other applicable leave. For instance, leave taken which also qualifies under the Family and Medical Leave Act (“FMLA”), will be simultaneously designated as both leave under this policy and FMLA leave.

If you wish to return to work at the expiration of your leave, you are entitled to return to your same position or to an equivalent position with equal pay, benefits and other terms and conditions of employment, subject to any applicable exceptions. However, you have no greater right to reinstatement or other benefits and conditions of employment than if you had not taken leave. You must return to work immediately after the expiration of your approved leave in order to be reinstated to your position or an equivalent position. If you take leave because of your own medical condition, you are required to provide medical certification that you are fit to resume work, according to the Vontier’s usual policies.

Vontier will consider making reasonable accommodations to an employee or job applicant for a known limitation resulting from domestic or sexual violence, unless the accommodation would cause Vontier an undue hardship. If you are an otherwise qualified individual who can perform the essential functions of your job, but need such an accommodation, Vontier may provide an adjustment to the job structure, workplace facility, work requirements, or your telephone number, seating assignment, or physical security of your work area. Vontier will also consider a request for transfer, reassignment, or modified schedule if needed due to a known limitation caused by an act or threat of domestic or sexual violence. Other safety measures may also be appropriate. Any request for a reasonable accommodation **must be made to Unum at 866-860-2063** per the Vontier’s Reasonable Accommodation Policy.

#### **Requests for Domestic Violence Leave**

**Employees must contact Unum at 866-860-2063.** You must give the Unum at least 48 hours prior notice, unless providing advance notice is not practicable under the particular circumstances. If you are unable to provide advance notice, you must provide notice when you are able to do so, within a reasonable period of time after the absence. Failure to provide the required notice may result in treatment of the absences as unexcused.

To the extent any state or local law provides greater rights, you will be provided them.