



Family Leave Policy

Vontier provides a two-week paid family leave benefit for its eligible employees.

Who is Eligible?

Non-union employees who qualify for leave under the Family Medical Leave Act (“FMLA”) are eligible for this Vontier benefit to care for a family member. Family member is defined as a parent, spouse, domestic partner, child, or a domestic partner’s child.

What is the Benefit?

Vontier will provide 100% of base pay for 2 weeks to care for a family member who is experiencing a serious healthcare condition. This leave will be offset with any applicable state or municipal leaves available to the employee.

Employees may take paid family leave in five-day increments (or as otherwise allowed by applicable law) since the purpose is to care for a family member with a serious health condition. Sick time or PTO should be utilized for shorter absences due to caring for a family member.

How long do I have to use the benefit?

Employees who have a need to care for a family member with a serious health condition.

- Employees will receive 2 weeks of paid family leave within a rolling 12-month period.
- There is no carryover of time if family leave is not used within the rolling 12-month period.

Definition of a Serious Health Condition

For the purpose of this leave, the term “serious health condition” has the same meaning as defined under the “FMLA,” and is an illness, injury, impairment or physical or mental condition that involves inpatient care (defined as an overnight stay in a hospital, hospice, or residential medical care facility) or continuing treatment by a health care provider.

Eligible Dependents

Parent is defined as the biological, adoptive, step, or foster parent of an employee or an individual who stood in loco parentis to the employee when the employee was a child.

Child is defined as a biological, adopted or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis who is either under 18 years of age or is 18 years of age or older and “incapable of self-care because of a mental or physical disability” at the time FMLA leave is to commence.

Domestic Partner is defined as someone with whom you share a committed mutually dependent relations, at least 18 years old and competent to consent, unrelated to you by blood or marriage in a way that would prohibit a legal marriage in your state of residence, not legally married or the domestic partner of anyone else and jointly responsible for each other’s welfare and financial obligations and can provide proof of financial interdependence.

Coordination with other policies

Paid family leave taken under this policy will run concurrently with all available state and federal leaves for which the employee is eligible (e.g., FMLA, CFRA, etc.).



Employees in states with paid family leave laws may also be eligible for state PFL (“Paid Family Leave”). If eligible, employees are required to take any available state family leave in conjunction with the Vontier paid family leave policy. Vontier will top off the PFL payment so employees will receive 100% of salary by combining the two weeks under this policy with available state PFL, but this will not extend the total leave weeks provided by Vontier or under applicable law. Employees who receive applicable state family leave will need to share their benefit calculation with Vontier once the benefit has been received. At no time will an employee receive more than 100% of his or her pay in any given week of paid family leave.

Vontier will maintain all benefits for employees during the paid family leave period as if they were actively at work, and applicable benefit deductions will be withheld from employee’s family leave payments.

Employees who take paid family leave will continue to accrue paid time off while on paid family leave.

If a company holiday occurs while the employee is on paid family leave, local operating company policy will dictate how the day will be charged. However, this will not extend the total paid family leave entitlement.

Requests for Paid Family Leave

Employees must contact Unum at 866-860-2063 in addition to coordinating with their manager to obtain advanced approval of any time-away from the office, including paid family leave.

The employee will provide his or her supervisor with notice of the request for leave as soon as possible, but no later than 30 days prior to the requested leave date, where foreseeable and possible, and as soon as practicable when the need for leave is unforeseeable.

Vontier may require additional documentation from the employee to substantiate the request for leave. This may include completion of associated FMLA paperwork required by your operating company.



CALIFORNIA PAID FAMILY LEAVE ("CPFL") ADDENDUM (California Employees Only)

California Paid Family Leave ("CPFL") is a wage replacement benefit available to California employees who are covered under California's State Disability Insurance ("SDI") program. This benefit is available to eligible California employees who wish to take time off from work duties to care for a child, spouse, domestic partner, or parent with a serious health condition, or to bond with a minor child within one year of birth, adoption, or foster care placement. CPFL provides wage replacement benefits, but it **does not** provide job protection or reinstatement rights.

Under the California law, employees are eligible to receive approximately 55% of their wages for six weeks in a twelve-month period after a seven-day waiting period has passed. **Employees must use any accrued but unused vacation time, if available, during the seven-day waiting period.** Once the seven-day waiting period has been satisfied and CPFL benefits begin, employees may use accrued but unused sick or vacation hours to make up the remaining 45% of pay (sick time should be used first, and, once exhausted, vacation time may then be used).

Employees qualifying for California Paid Family Leave should **contact Unum at (866) 860-2063**. For additional details please visit www.edd.ca.gov/fleclaimpfl.htm. All eligibility determinations and subsequent payments are administered through the state of California, not by Vontier.

Where the employee is eligible, CPFL will run concurrently with federal Family Medical Leave Act (FMLA) and California Family Rights Act (CFRA) leaves. (See Vontier's Family and Medical Leave Act Policy for more information regarding eligibility for FMLA and CFRA leave.) Application for CPFL does not constitute approval for FMLA or CFRA leave. If you would like to be considered for FMLA or CFRA leave, you must call Unum.

Vacation accruals and holiday benefits will be suspended once employees stop using or exhaust available vacation and sick time and will resume upon the employee's return to active employment. However, where the employee is not taking FMLA or CFRA leave concurrently with CPFL, there is no guarantee of job protection or right to reinstatement following CPFL.

Subject to the terms, conditions and limitations of the applicable plans, Vontier will continue to provide health insurance benefits for the full period of California Paid Family Leave provided the employee continues to pay their share of the premium cost. Again, there is no guarantee of job protection or right to reinstatement following CPFL unless the employee is otherwise guaranteed such rights under the FMLA or CFRA.



NEW JERSEY PAID FAMILY LEAVE ADDENDUM (New Jersey Employees Only)

Eligible New Jersey employees covered by the state's Temporary Disability Insurance system are entitled to up to six weeks of benefits (up to \$524 per week) within a twelve-month period under New Jersey's paid family leave benefits law. Benefits are provided to eligible employee who must take time off to: (i) care for a family member (as defined in the New Jersey Family Leave Act); (ii) to be with a child during the first 12 months after the child's birth or adoption, if either the employee, or the domestic partner or civil union partner of the employee, is a biological parent of the child (covered under Vontier's Paid Parental Leave Policy); or (iii) during the first 12 months after the placement of a child for adoption (covered under Vontier's Paid Parental Leave Policy). Employees must have had at least 20 calendar weeks in covered New Jersey employment, and meet the minimum earning requirements under the Temporary Disability Insurance law, to be eligible for paid family leave benefits.

The paid leave taken pursuant to this law runs concurrent with any unpaid leave taken under the New Jersey Family Leave Act (NJFLA) and/or the federal Family Medical Leave Act. Where the leave is for the care of a sick family member (as opposed to the care of a newborn or newly adopted child), intermittent leave is available, but must be taken in increments of not less than one day, up to a maximum of 42 days. Please contact Unum for further information.

Where leave is taken in connection with the serious health condition of a family member, the employee must provide Unum with a medical certification from the family member's health care provider setting forth: (i) the date on which the serious health condition commenced; (ii) the probable duration of the condition; (iii) the medical facts regarding the condition; (iv) a statement that the condition warrants the individual providing care; and (v) an estimate of the amount of time the individual may need to care for the family member.

As with disability insurance benefits that are paid for a worker's own injury, an employee claiming family disability benefits will have a one week waiting period prior to the start of family leave benefits. Vontier may require that the employee exhaust up to two weeks of accrued paid leave before receiving family disability benefits. Vontier may also require that the disability benefits period be reduced by the amount of time in which fully paid leave is provided. If the employee is required to exhaust accrued paid leave, the employee will be permitted to use the first weeks' worth of the fully-paid leave during the one-week waiting period that precedes the family disability leave benefits, and this first week will not count against the subsequent six-week disability benefits period.



NEW YORK PAID FAMILY LEAVE ADDENDUM (New York Employees Only)

Employees may be eligible to receive benefits through the New York Paid Family Leave (“PFL”) program. PFL benefits are financed through employee contributions via post-tax payroll deductions. The small weekly PFL payroll deduction is a percentage of the employee’s weekly wage up to a cap set annually. The amount of the deduction is set by the state. Employees earning less than the New York State average weekly wage, will contribute less than the annual contribution.

Employees whose regular schedule is 20 or more hours per week are eligible for PFL if they have been employed for 26 consecutive work weeks, including periods of employer-approved leave (except for periods of statutory disability). If employees are regularly scheduled to work fewer than 20 hours per week, such employees become eligible for PFL after having worked 175 days, including periods of employer-approved leave. If your employment ends and you are rehired, then any time worked prior to separation does not count toward PFL eligibility. Once an employee is eligible, there is no waiting period before receiving PFL benefits.

Leave under PFL may be taken by an eligible employee for the following purposes:

- To provide care or participate in providing care, including physical or psychological care, for a covered Family Member, defined as a child¹, parent², grandparent³, grandchild⁴, spouse, or domestic partner when the Family Member has a serious health condition;
- To bond with his or her child the first year after birth, adoption, or foster placement (including time before the actual placement or adoption of a child if an absence from work is required for the placement for adoption or foster care to proceed); or
- For any “qualifying exigency” under the Family and Medical Leave Act (“FMLA”), where the
- employee’s spouse, domestic partner, parent (including parent-in-law), or child is on active duty or has been notified of an order to resume active duty in the military.

Amount of Leave Time/Leave Benefits

Employees will be eligible to take up to 10 weeks of PFL in 2019 and 2020; and then up to 12 weeks of PFL in 2021 and beyond. Employees may not use more than a combined total of 26 weeks of disability and PFL benefits in any 52-consecutive week period. Employees may be eligible to receive benefits through the New York Paid Family Leave (“PFL”) program. PFL benefits are financed through employee contributions via post-tax payroll deductions. The small weekly PFL payroll deduction is a percentage of the employee’s weekly wage up to a cap set annually. The amount of the deduction is set by the state. Employees earning less than the New York State average weekly wage, will contribute less than the annual contribution.

¹ Defined as a biological, adopted, or foster son or daughter, a stepson or stepdaughter, a legal ward, a son or daughter of a domestic partner, or the person to whom the employee stands in loco parentis.

² Defined as a biological, foster, or adoptive parent, a parent-in-law, a stepparent, a legal guardian, or other person who stood in loco parentis to the employee when the employee was a child.

³ Defined as a parent of the employee’s parent. (*See* definition of “parent”).

⁴ Defined as a child of the employee’s child. (*See* definition of “child”).



If PFL is taken for a reason that qualifies under both PFL and FMLA, then PFL will run concurrently with FMLA leave. When PFL runs concurrently with FMLA, FMLA rules regarding use of paid time off accruals will govern. PFL leave may run concurrently with other forms of leave, as permitted by law. Please see the Vontier's FMLA Policy for more details.

PFL leave may be taken in weekly or daily increments. PFL may be taken in shorter increments when running concurrently with other forms of leave (such as FMLA) and intermittent leave in shorter increments is granted.

Employees may voluntarily elect to charge their PFL time against accrued, unused paid time off or company sponsored leave periods, such as Vacation Time and Paid Sick Time. In other words, employees may elect to use available Vacation Time or Paid Sick Time in lieu of receiving PFL benefits as described above. This election will allow employees to receive full salary while on PFL. Time taken as PFL leave may be counted against the maximum PFL allotment, even if an employee does not elect to receive PFL benefits during this period of leave.

Notice Requirements

If PFL leave is foreseeable based on an expected birth or placement, planned medical treatment, known military exigency or otherwise, employees must provide Vontier and Unum with no less than 30 days' notice before the leave is to begin, or as soon as is practicable. When the need for leave is foreseeable, failure to provide 30 days' notice may result in partial denial of a claim. If PFL leave is not foreseeable, if dates of the scheduled leave change or are extended, or were initially unknown, the employee shall advise Vontier and Unum as soon as is practicable.

If PFL is taken on an intermittent basis, employees must advise Vontier and Unum of the schedule for intermittent leave, to the extent practicable. Employees must also provide notice as soon as is practicable to Vontier before each day of intermittent leave.

Employees will be required to provide documentation of their need for leave as indicated on the applicable Request for Paid Family Leave form (i.e., the PFL-1 Form), consistent with applicable law. To submit a PFL claim, employees must complete and submit to Unum, the appropriate New York Request for Paid Family Leave form, any other appropriate New York State forms, and all required certification/documentation. Contact Unum at (866) 860-2063 with any questions or for more information.

During PFL, Vontier will maintain an employee's group health benefits on the same conditions as if he or she had continued working his or her regular schedule, in accordance with the FMLA. Employees may opt to waive their eligibility for PFL if:

- (a) Their regular employment schedule is 20 hours or more per week and the employee will not work 26 consecutive weeks in a 52-consecutive week period; or
- (b) Their regular employment schedule is fewer than 20 hours per week and the employee will not work 175 days in a 52-consecutive week period.



Should the regular work schedule of an employee change, such that the employee will reach the eligibility thresholds detailed above, within 8 weeks of such change any waiver is deemed revoked, and the employee must begin making contributions to the cost of PFL benefits, retroactive to the date of hire, upon receiving notice from Vontier.

Vontier's non-retaliation and non-discrimination policies apply to employees using PFL. Employees will normally be reinstated to the same or a comparable position after their leave ends, consistent with applicable law.