



## JURY DUTY POLICY

All full-time employees (working at least 20 hours per week) of Vontier are eligible for paid time off under this policy.

### **Pay and Benefits**

Eligible employees will be compensated up to 5 days (not to exceed 40 hours) of scheduled work per calendar year missed due to summons for jury duty, or as otherwise required by applicable law. The salary of exempt employees will not be reduced for any week in which they perform any work, and also serve on a jury.

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

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

All other employees (and those that exceed their jury duty pay under this policy) will be provided unpaid time off for jury duty in accordance with applicable law.

### **Requests for Jury Duty Leave**

**Employees must contact Unum at 866-860-2063** and provide notice to their manager of a jury duty summons as soon as possible and no later than 10 days prior to scheduled service, in order to accommodate scheduling needs. It may be necessary for Vontier to ask an employee to attempt to reschedule the employee's jury duty responsibilities in the event of critical projects or tasks to be completed.

Vontier prohibits retaliation against any employee for taking time off for jury duty.