



## Parental Leave Policy

Vontier provides a six-week paid parental leave benefit for its eligible employees.

### Who is Eligible?

All non-union, benefit eligible employees (including mothers, fathers, and adoptive parents).

### What is the Benefit?

Vontier will provide 100% of base pay for up to 6 weeks while a parent bonds with a new child. This benefit will be offset by any applicable state or municipal leave benefits and will commence after any applicable period of disability (e.g., maternity disability).

Multiple births or adoptions do not increase the 6-week total amount of paid parental leave granted under this policy. Paid parental leave is available for only one birth or adoption during any rolling 12-month period, or as otherwise required by law.

Employees may take paid parental leave continuously or intermittently. Employees are allowed to take paid parental leave in one-day increments, weekly increments, or all at once.

### How long do I have to use the benefit?

All employees eligible for paid parental leave have 12 months from the date of birth or adoption to utilize and conclude their parental paid leave.

### Coordination with other benefits

Paid parental leave will be available at the conclusion of any applicable short-term disability benefits provided to birth mothers following childbirth.

Paid parental leave under this policy is not a job protected leave, but this time away may be protected by applicable local, state or federal leave laws.

Employees are required to take any available state, city or federal parental leave in conjunction with the Vontier paid parental leave program. Vontier will top off any available state or city paid family leave payments so employees will receive 100% of salary by combining the six weeks under this policy with available state and local paid parental leave, but this will not extend the total leave weeks provided by Vontier. Employees who receive state paid parental leave benefits (i.e., CA, NJ, NY and RI) 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 parental leave period as if they were actively at work, and applicable benefit deductions will be withheld from the employee's parental leave payments.

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

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

If you are an employee of a newly acquired company who had a paid parental leave policy, you may also be eligible to utilize this leave if the birth or adoption occurred six months before the company's acquisition date.



However, the bonding time available will be offset with any time previously taken through the legacy company's parental leave policy.

### **Requests for Paid Parental 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 parental leave. All leave is subject to manager discretion and approval based on business needs.

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, or as otherwise required by law.

The employee must file for a leave with the local HR business unit. Vontier may require additional documentation from the employee to substantiate the request for leave (which may include a copy of the birth certificate or adoption paperwork).



## **SAN FRANCISCO ADDENDUM TO PAID PARENTAL LEAVE POLICY (San Francisco Employees Only)**

The San Francisco Paid Parental Leave Ordinance (“SFPPLO”) requires that Vontier provide partial wage replacement for up to six weeks to eligible employees during the time they are taking otherwise approved leave to bond with their new child during the first year after the birth or placement of the child, and utilizing the California Paid Family Leave (“PFL”) Benefits Program.

### **Integration with California PFL Benefits/Obligation to Provide or Consent to Release of PFL Benefits Information to the Company**

To be eligible to receive SFPPLO Supplemental Compensation, an employee must be eligible to receive California Paid Family Leave (PFL) Insurance benefits (“California PFL benefits”). As a precondition of receiving SFPPLO Supplemental Compensation, an eligible employee must: (1) complete the San Francisco Paid Parental Leave Form (available from the Company’s People Resources Department or at [www.sfgov.org.pplp](http://www.sfgov.org.pplp)); and (2) do one of the following: (a) provide Vontier with a copy of the employee’s Notice of Computation of California Paid Family Leave Benefits from the State of California or other legally authorized statement; or (b) at the time of applying for California PFL benefits, provide the State of California with written authorization to disclose the employee’s weekly PFL benefit amount to Vontier, so that Vontier may request and obtain this information from the State of California. An eligible employee’s failure to comply with this requirement relieves Vontier of its obligation to provide the employee with SFPPLO Supplemental Compensation.

### **Eligibility**

To qualify for SFPPLO Supplemental Compensation, an employee must: (1) have been employed by Vontier for at least 180 days before the start of the leave period; (2) perform at least eight hours of work per week within the City and County of San Francisco; (3) perform at least 40% of his or her weekly hours worked for Vontier within the City and County of San Francisco; and (4) be eligible to receive California PFL benefits through the State of California for the purpose of bonding with a new child.

### **Amount of Benefits**

SFPPLO Supplemental Compensation paid by Vontier is calculated so that California PFL benefits *plus* SFPPLO Supplemental Compensation provide, but do not exceed, 100% of the employee’s current normal gross weekly wages, up to a maximum benefit cap. Because there is a maximum benefit cap, an employee will *not* necessarily receive 100% of his or her normal gross weekly wages from a combination of California PFL benefits and SFPPLO Supplemental Compensation.

The maximum benefit cap is calculated based on the gross wage that is derived from dividing the California PFL maximum weekly benefit amount by the percentage rate of wage replacement provided under the California Paid Family Leave (PFL) Insurance Program. The benefit cap changes when state law changes.

### **Maximum Benefit Period**

California PFL benefits last a maximum of six weeks, so SFPPLO Supplemental Compensation benefits also are limited to six weeks.



### **Application of Vacation Time**

To be eligible to receive SFPPLO Supplemental Compensation, an employee must agree to allow Vontier to apply up to two weeks of the employee's unused vacation that the employee has accrued as of the start of the leave period to help meet the Company's obligation to provide SFPPLO Supplemental Compensation during the leave period. This requirement is **in addition** to the requirement that an employee first use up to two weeks of accrued vacation before he or she is entitled to receive California PFL Benefits.

If, for example, an employee has four weeks of accrued vacation available for use, the employee will be required to use two weeks of this accrued vacation before he or she is entitled to receive California PFL Benefits. The employee then is eligible for up to six weeks of California PFL benefits and SFPPLO Compensation. During this six-week period, the Company will require the employee to use his or her remaining two weeks of accrued vacation. If an employee does not agree to the application of up to two weeks of his or her accrued vacation time, then the Company is not required to (and will not) pay the employee SFPPLO Supplemental Compensation.

### **Time Away from Work/Reinstatement**

SFPPLO Supplemental Compensation does not provide time away from work or any reinstatement rights upon an employee's return to work. Instead, SFPPLO Supplemental Compensation only provides **wage replacement benefits** when an employee suffers a wage loss due to taking time off work for bonding with a new minor child during the first year after the birth of the child or after placement of the child with the employee through foster care or adoption.

The employee receives the actual time off from work under Vontier's Family and Medical Leave Act Policy and/or the California Family Rights Act, assuming that the employee meets the eligibility criteria for such leave. The other terms of the leave of absence (including the employee's reinstatement rights at the end of the leave) are governed by the applicable leave of absence policy. Please refer to Vontier's Family and Medical Leave Act Policy, and the California Family Rights Act for more information.

### **Termination and Re-employment**

If an employee separates from employment prior to reaching at least 180 calendar days of employment, his or her prior days of employment shall count towards the SFPPLO 180 calendar day eligibility period **if** that employee returns to work for Vontier **within one year** of his or her most recent separation date.

If an employee separates from employment **after** reaching 180 calendar days of employment with Vontier, then he or she will **not** be required to complete a new 180 calendar day eligibility period for coverage under the San Francisco PFL **if** the employee is rehired by Vontier **within one year** of his or her most recent separation date.

If an employee is involuntarily terminated during the leave period, Vontier will continue to provide SFPPLO Supplemental Compensation for the remainder of the leave period that the employee continues to receive California PFL benefits.

If an employee **voluntarily** separates from employment with Vontier within 90 days after the California PFL benefit period ends, the employee must reimburse Vontier for all SFPPLO Supplemental Compensation received from Vontier, upon Vontier's written request.

The SFPPLO form and poster are available at [www.sfgov.org/pplo](http://www.sfgov.org/pplo).

For more information on filing a claim for California PFL benefits please visit EDD's website [www.edd.ca.gov/Disability/SDI\\_Online.htm](http://www.edd.ca.gov/Disability/SDI_Online.htm).