



Paid Parental Leave Plan

1.0 PURPOSE

To establish a Parental Leave Plan for baby bonding/parental leave within twelve (12) months of the date of the birth or adoption of a minor child (the “qualifying event”) under the terms and conditions described below.

2.0 Paid Parental Leave, FMLA and Statutory Programs

- Paid time off taken under this plan will run concurrently with any applicable Family Medical Leave Act (FMLA) or state leave entitlement, as well as any applicable statutory paid benefit program. Benefits under this plan will be offset by benefits paid or eligible to be paid from statutory programs.

3.0 DEFINITIONS

Parental leave applies to the following qualifying events that occur on or after the employee’s date of eligibility for the plan:

- 1) Birth of a biological child by an eligible employee or an eligible employee’s spouse or domestic partner
- 2) Adoption of a minor child by an eligible employee or an eligible employee’s spouse or domestic partner.
- 3) Birth of an eligible employee’s child, an eligible employee’s spouse’s child or domestic partner’s child by surrogate.

A domestic partner is defined as an adult who i) is in an ongoing and committed and “spouse-like” relationship, jointly responsible for the other’s welfare and financial obligation with the intent to continue their relationship indefinitely; ii) resides with the domestic partner in the same principal residence and intends to do so permanently; iii) is at least 18 years of age and competent to enter into a contract; iv) is not a blood relative of the other domestic partner; and v) is not the spouse or domestic partner of anyone else; vi) or are in a civil union, domestic partnership or any other similar, legally recognized arrangement as defined under any governmental jurisdiction.

Date of adoption means the date of placement of the minor child in the eligible employee’s home after adoption is final or date of placement in the home with foster care adoption in process. A minor child is defined as a child less than 18 years of age.

4.0 Eligibility and Benefits

Effective Jan. 1, 2022, the plan will cover 100% of base pay according to years of service (based on adjusted service date) as found in the table below. To be eligible, Veolia employees must be regular employees who are benefits eligible (scheduled to work 30 hours or more per week) and not part of a collectively bargained agreement.

Number of weeks of leave	Your years of service with Veolia
1 week	1 year
2 weeks	2 years
3 weeks	4 years
4 weeks	7 years
5 weeks	9 or more years

Initial eligibility will occur once the employee has achieved one year of service. To be covered, the qualifying event must occur after the employee is eligible for the plan. Parental leave must be completed within one year (12 months) of the qualifying event and no more than two periods of leave may be taken in one 12 month period (i.e.; only two qualified events may be covered within a 12 month period).

Parental leave payments:

- 1) are paid on the employees' normal pay frequency.
- 2) are not considered working hours and are therefore not eligible to be used in calculation of overtime hours.
- 3) are fully taxable and subject to all payroll taxes, including FICA.
- 4) will be offset by statutory benefits and will be coordinated as appropriate with any payments an employee would be eligible for under any other paid leave such that the employee will not receive more than 100% of their salary or regular rate of pay in effect at the beginning of the leave
- 5) cannot be paid at the same time as short term disability
- 6) payroll and benefit deductions will be withheld

Paid parental leave must be used in weekly (5 business day) intervals. The leave may not be taken intermittently meaning that it cannot be used in increments of hours or days. It cannot be used to supplement an eligible employee's part time schedule beyond the employee's standard weekly hours or used to extend FMLA beyond 12 weeks.

Paid parental leave is based on the base rate of pay in effect at the beginning of the leave.

5.0 How to request a Paid Parental Leave:

- Let your manager know as soon as possible that you are planning to take a paid parental leave so that coverage may be arranged for the time that you will be away.
- Contact Lincoln Financial Group at 1-844-247-4446 or file your claim online at MyLincolnPortal.com. If you have not registered online before, you will need to register as a new user. Our company code is: VEOLIA.
- You will need to provide documentation supporting the qualifying event.

6.0 COMPANY RIGHTS

Veolia reserves the right to amend or rescind, in whole or in part, this program at any time and without notice. This program does not constitute a contract of employment or a promise of benefits or continued employment