

Massachusetts Family and Medical Leave Law

Employer Notice to W2 Employee

Covered Entities with 25 or more Workers

Rights and Obligations under the Massachusetts Family and Medical Leave Law, M.G.L. c. 175M

The Haartz Corporation
(Employer Name)
87 Hayward Road
(Employer Street Address)
Acton, MA 01720
(Employer City, State, Zip)
04-1408380
(Federal Employer ID Number) (FEIN)

Explanation of Benefits

- **Beginning January 1, 2021**, you may be entitled to up to
 - 12 weeks of paid family leave in a benefit year for the birth, adoption, or foster care placement of a child, or because of a qualifying exigency arising out of the fact that a family member is on active duty or has been notified of an impending call to active duty in the Armed Forces;
 - 20 weeks of paid medical leave in a benefit year if they have a serious health condition that incapacitates them from work
 - 26 weeks of paid family leave in a benefit year to care for a family member who is a covered service member undergoing medical treatment or otherwise addressing consequences of a serious health condition relating to the family member's military service.
- **Beginning July 1, 2021**, you may be entitled to up to
 - 12 weeks of paid family leave in a benefit year to care for a family member with a serious health condition.
 - 26 total weeks, in the aggregate, of paid family and medical leave in a single benefit year.
- **Your weekly benefit amount** will be based on the employee's earnings, with a maximum benefit of \$850 per week.

Job Protection, Continuation of Health Insurance, No Retaliation

- **Job Protection:** Generally, if you take family or medical leave under the law you must be restored to your previous position or to an equivalent position, with the same status, pay, employment benefits, length-of-service credit and seniority as of the date of leave.
- **Continuation of Health Insurance:** Your employer must continue to provide for and contribute to your employment-related health insurance benefits, if any, at the level and under the conditions coverage would have been provided if you had continued working continuously for the duration of such leave.
- **No Retaliation:** It is unlawful for any employer to discriminate or retaliate against you for exercising any right to which you're entitled under the paid family and medical leave law. An employee or former employee who is discriminated or retaliated against for exercising rights under the law may, not more than three years after the violation occurs, institute a civil action in the superior court.

Contributions to Reliance Standard

On January 1, 2021, automatic payroll deductions will begin. The employer will be responsible for sending contributions to Reliance Standard for all employees, though they may deduct a portion from employee pay. The contribution rate may be adjusted annually and can be found at the end of this document.

How to File a Claim

Employees must file claims for paid family and medical leave benefits with Reliance Standard. Forms and claim instructions will be available on Reliance Standard's website, www.reliancestandard.com, before January 2021.

Employees are required to provide at least 30 days' notice to their employer of the anticipated starting date of any leave, the anticipated length of the leave and the expected date of return. An employee who is unable to provide 30 days' notice due to circumstances beyond his or her control is required to provide notice as soon as practicable.

Payment for Concurrent Leave

Any paid leave provided under a collective bargaining agreement or employer policy and paid at the same or higher rate than paid leave available under this law shall count against the allotment of leave benefits available under this law.

Private Plan Exemption

An employer that offers paid leave with benefits that are at least as generous as those provided under the law may apply for an exemption from paying the Department of Family and Medical Leave Family and Employment Security Trust Fund contribution. An employer may apply for an exemption from the medical leave contribution, family leave contribution, or both, although the plan with Reliance Standard is for both.

The details of any private plan must be provided to employees by an employer at the same time as this Notice.

Massachusetts Family and Medical Leave Law

Employees enjoy rights to job-protected leave and from discrimination and retaliation under the law even if their employer is approved to provide leave benefits through a private plan.

<p>The Haartz Corporation _____ (Employer Name)</p>	<p><input checked="" type="checkbox"/> Approval of the MA-approved exemption will be provided to Matrix (Reliance Standard); <input type="checkbox"/> In process of filing for an approved private plan for both family and medical leave and additional information is forthcoming</p>
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Department of Family and Medical Leave (DFML) Contact Information

The Massachusetts Department of Family and Medical Leave
 Charles F. Hurley Building
 19 Staniford Street, 1st Floor
 Boston, MA 02114
 (617) 626-6565
www.mass.gov/DFML

More Information is Available

For more detailed information, please consult the Department's website: www.mass.gov/DFML.

ACKNOWLEDGMENT

Your signature below acknowledges your receipt of the information above within 30 days from the start date of your employment.

 Signature Date

 Name (Print)
 Your signed acknowledgement will be retained by your employer. Please retain a copy for your own reference.

Effective Rates: 2021

For employers with 25 or more employees

Family Leave Contribution	Medical Leave Contribution	Total Contribution Amount
0.13%	0.62%	0.75%

On January 1, 2021, contributions to your private MA PFML plan will begin. An employer will be responsible for sending contributions to Reliance Standard for all employees.

Under the law, employers are permitted to deduct from employees' .75% of wages for the medical and family leave contributions. Employers are required to pay the remaining portion of premiums due to their private insurance carrier. The employer rates are established by Reliance Standard. Employers may elect to pay all or some of the covered individuals' share, but are not required to do so.

Total Required Contribution: 0.62%			
Medical Leave	The Haartz Corporation	will contribute	<u>60</u> % of the medical leave contribution
	_____ (Employer Name)	and the remaining	<u>40</u> % will be deducted from your earnings
Total Required Contribution: 0.13%			
Family Leave	The Haartz Corporation	will contribute	<u>0</u> % of the family leave contribution
	_____ (Employer Name)	and the remaining	<u>100</u> % will be deducted from your earnings

Initial _____