

Benefits Fact Sheet



MAXIMUM PERIODS FOR CONTINUATION OF COVERAGE UNDER EMPLOYEE BENEFITS WHILE ON APPROVED LEAVE WITHOUT PAY (LWOP) OR LAY-OFF

The following chart summarizes the maximum periods of continuation of coverage under employee benefits programs while on an approved Leave without Pay, according to the respective benefit policies and the maximum leave periods for each type of leave. Should a Collective Agreement indicate a different duration than the limitations outlined below, the **Collective Agreement provisions shall apply**. NOTE: Employees on leave with full or partial pay will remain covered for all benefits and employer cost-sharing arrangements will continue for the duration of the leave.

Type of LWOP	Basic & Optional Life	Dependent Life	Accidental Death and Dismemberment	Health & Dental	Long Term Disability
Adoption	Duration of adoption leave	Duration of adoption leave	Duration of adoption leave	Duration of adoption leave	Duration of adoption leave
Career Development	Up to 12 mos	Up to 12 mos	Up to 12 mos	Up to 12 mos	Up to 12 mos
Child Care	Duration of child care leave	Duration of child care leave	Duration of child care leave	Duration of child care leave	Duration of child care leave
Deferred Salary	Up to 12 mos	Up to 12 mos	Up to 12 mos	Up to 12 mos	Up to 12 mos
Educational	Up to 3 yrs	Up to 3 yrs	Up to 3 yrs	Duration of leave	Up to 12 mos
Entrepreneurial	Up to 3 yrs	Up to 3 yrs	Up to 3 yrs	Up to 3 years	Up to 12 mos
General	Up to 3 yrs	Up to 3 yrs	Up to 3 yrs	Duration of leave	Up to 12 mos
Maternity	Duration of maternity leave	Duration of maternity leave	Duration of maternity leave	Duration of maternity leave	Duration of maternity leave
Nomination/Election	Up to 6 mos	Up to 6 mos	Up to 6 mos	Up to 6 mos	Continuation of coverage is not permitted
Sick Leave	Duration of sick leave	Duration of sick leave	Duration of sick leave	Duration of sick leave	Duration of sick leave
Summer-off	Up to 2 mos	Up to 2 mos	Up to 2 mos	Up to 2 mos	Up to 2 mos
Lay-off	Bargaining: recall period Non-Bargaining: up to 12 mos	Bargaining: recall period Non-Bargaining: up to 12 mos	Bargaining: recall period Non-Bargaining: up to 12 mos	Bargaining: recall period Non-Bargaining: up to 12 mos	Continuation of coverage is not permitted
OTHER BENEFITS Waiver of Premium	Up to Age 65	Up to Age 65	Up to Age 65	Up to 24 months (from date of approval) or age 65, whichever occurs first	Up to Age 65

NOTE: Employees who are approved to take back-to-back leaves are eligible to continue their coverage for the specified duration of each leave without having to return to work.