

## **3-02/030.30 - Bereavement Leave**

Any full-time, permanent employee is allowed bereavement leave for the death of a qualifying family member, including their father, mother, stepfather, stepmother, father-in-law, mother-in-law, brother, sister, brother-in-law, sister-in-law, husband, wife, child, stepchild, great-grandfather, great-grandmother, grandfather, grandmother, grandchild, or a stillbirth where a death certificate is issued. Bereavement leave is also allowed for the death of any full-time, permanent employee's domestic partner, domestic partner's father, mother, stepfather, stepmother, child, stepchild, and grandchild.

The employee shall be allowed the time necessary to be absent from work at their regular pay, for up to three working days per death for a 40-hour employee. An additional two days shall be allowed if the employee is required to travel more than 500 miles one way.

NOTE: Employees in a non-represented classification (MegaFlex or Flex) are allowed Bereavement Leave as provided in the paragraph above. For additional information, refer to the Los Angeles County Sheriff's Time and Attendance Manual, section TK-01/011.05, Bereavement Leave.

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